



**REDEVELOPMENT AGENCY**  
**MEETING DATE:** August 20, 2003

**Agenda Item # 1**

**Approved By:**

\_\_\_\_\_  
**BAHS Director**

**Submitted By:**

\_\_\_\_\_  
**Executive Director**

**Workshop for Santa Clara County's Courthouse Project**

**RECOMMENDED ACTION(S):** Provide comments on the revised schematic design for the County of Santa Clara's Morgan Hill Courthouse Campus project.

**EXECUTIVE SUMMARY:** In March and April 2003, the Redevelopment Agency held workshops to discuss the schematic design for the Morgan Hill Courthouse Campus which includes the Courthouse and Justice Agencies Building. The workshops were interactive discussions with the County of Santa Clara's General Service Agency staff and their architectural design team regarding the schematic design of the facility. Since those workshops, staff has met with the County to discuss the County's responses to the Council's concerns raised at the workshop.

Attached for your reference are

- A letter to the County from the Mayor summarizing the Council's comments from the April workshop.
- The response to the Mayor's letter from the County.
- Drawings of the site plan and building elevations (dated June 2, 2003).

Upon request, staff can also provide Council members with copies of a full or partial set of the 100% design development drawings.

The County indicates the attached drawings do not reflect the latest changes to the design, but will give the Council an idea of the design as of early June. The County and its design team will present the latest revisions of the courthouse design at this workshop. As part of their presentation, they will discuss how the latest revisions address the issues raised by the Council at their last workshop.

**FISCAL IMPACT:** None





***CITY COUNCIL STAFF REPORT***  
***MEETING DATE: August 20, 2003***

**JULY 2003 FINANCE & INVESTMENT REPORT**

**RECOMMENDED ACTION:**

Accept and File Report

**EXECUTIVE SUMMARY:**

Attached is the monthly Finance and Investment Report for the period ended July 31, 2003. The report covers the first month of activity for the 2003/2004 fiscal year. A summary of the report is included on the first page for the City Council's benefit.

The monthly Finance and Investment Report is presented to the City Council and our Citizens as part of our ongoing commitment to improve and maintain public trust through communication of our finances, budget and investments. The report also serves to provide the information necessary to determine the adequacy/stability of financial projections and develop equitable resource/revenue allocation procedures.

This report covers all fiscal activity in the City, including the Redevelopment Agency. The Redevelopment Agency receives a separate report for the fiscal activity of the Agency at the meeting of the Agency. Presenting this report is consistent with the goal of *Maintaining and Enhancing the Financial Viability of the City*.

**FISCAL IMPACT:** as presented

**Agenda Item # 2**

**Prepared By:**

\_\_\_\_\_  
**Assistant Finance  
Director**

**Submitted By:**

\_\_\_\_\_  
**City Manager**



**CITY OF MORGAN HILL**  
**Monthly Financial and Investment Reports**  
**July 31, 2003 – 8% Year Complete**



**CITY OF MORGAN HILL**

**Prepared by:**  
**FINANCE DEPARTMENT**





CITY OF MORGAN HILL, CALIFORNIA  
FINANCIAL STATEMENT ANALYSIS - FISCAL YEAR 2003/04  
FOR THE MONTH OF JULY 2003 - 8% OF YEAR COMPLETE

This analysis of the status of the City's financial situation reflects 8% of the year.

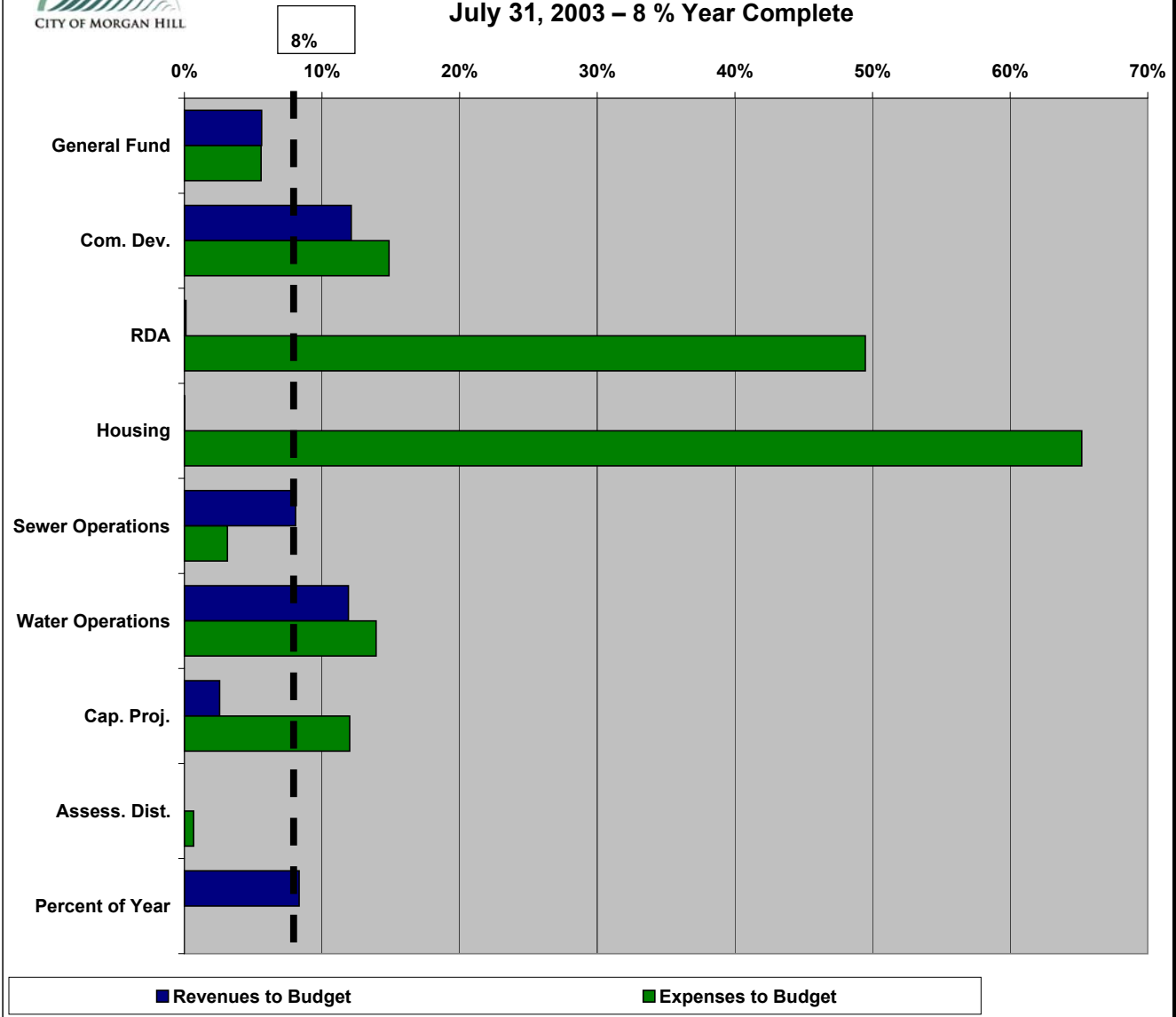
- \* **General Fund** - The revenues received in the General Fund were approximately 6% of the budgeted revenues. The amount of Sales Tax collected was 7% of the sales tax revenue budget and is equal to the time period last year. Business license and other permit collections were 58% of the budgeted amount, a 2% increase over the same period last year. Business license renewal fees are due in July, therefore the higher percent of budget collected early in the year. Motor Vehicle-in-Lieu revenues were 6% of the budgeted amounts, 3% less compared to last year. Interest & Other Revenue were 9% of budget and reflect only one month's worth of earnings. Many of the current year revenues are not yet received this early in the year. Property taxes, franchise fees and transient occupancy taxes, along with LAIF interest earnings, do not show until later in the year.
- \* The General Fund expenditures and encumbrances to date totaled 6% of the budgeted appropriations. The outstanding encumbrances in several activities are encumbrances for projects started but not completed in the prior year and carried forward to the current fiscal year.
- \* **Transient Occupancy (Hotel) Tax** - The TOT rate is 10%. The City receives transient occupancy tax on a quarterly basis. Taxes for the first quarter of the current year will be received in October 2003.
- \* **Community Development** - Revenues were 12% of budget, which was 5% more than the amount collected in the like period for the prior year. Planning expenditures plus encumbrances were 22% of budget; Building has expended or encumbered 13% of budget and Engineering 10%. Community Development has expended or encumbered a combined total of 15% of the 2002/03 budget, including \$322,238 in encumbrances.
- \* **RDA and Housing** - No property tax increment revenues have been received as of July 31, 2003. Expenditures plus encumbrances totals 53% of budget. This is a result of property acquisitions and a loan to South County Housing in relation to Royal Court Housing.
- \* **Water and Sewer Operations**- Water Operations revenues, including service fees, were 11% of budget. Expenditures totaled 21% of appropriations. Sewer Operations revenues, including service fees, were 10% of budget. Expenditures for sewer operations were 6% of budget.
- \* **Investments maturing/called/sold during this period.** - During the month of July, \$6 million in federal agency investments was called, due to declining interest rates, and \$6 million was reinvested in federal agency investments. Further details of all City investments are contained on pages 6-8 of this report.





# Morgan Hill YTD Revenue & Expense Summary

July 31, 2003 – 8 % Year Complete



FUND NAME	REVENUES		EXPENSES		7/31/2003 UNRESTRICTED FUND BALANCE
	ACTUAL	% OF BUDGET	ACTUAL plus ENCUMBRANCES	% OF BUDGET	
General Fund	\$901,470	6%	\$916,271	6%	\$10,924,729
Community Development	276,081	12%	440,781	15%	1,299,361
RDA	27,380	0%	13,528,952	49%	5,170,551
Housing/CDBG	385	0%	3,426,606	65%	2,845,360
Sewer Operations	443,537	8%	232,028	3%	3,438,905
Sewer Other	232,568	19%	462,769	12%	11,049,800
Water Operations	842,912	12%	1,010,176	14%	2,231,119
Water Other	30,773	3%	1,451,165	74%	3,351,392
Other Special Revenues <sup>1</sup>	90,542	12%	270,784	11%	2,771,190
Capital Projects & Streets Funds	342,900	3%	2,340,910	12%	22,604,704
Debt Service Funds		n/a	1,575	1%	506,195
Internal Service	255,676	6%	841,742	22%	4,222,915
Agency		n/a	4,890	0%	5,191,323
<b>TOTAL FOR ALL FUNDS</b>	<b>\$3,444,224</b>	<b>4%</b>	<b>\$24,928,649</b>	<b>24%</b>	<b>\$75,607,544</b>

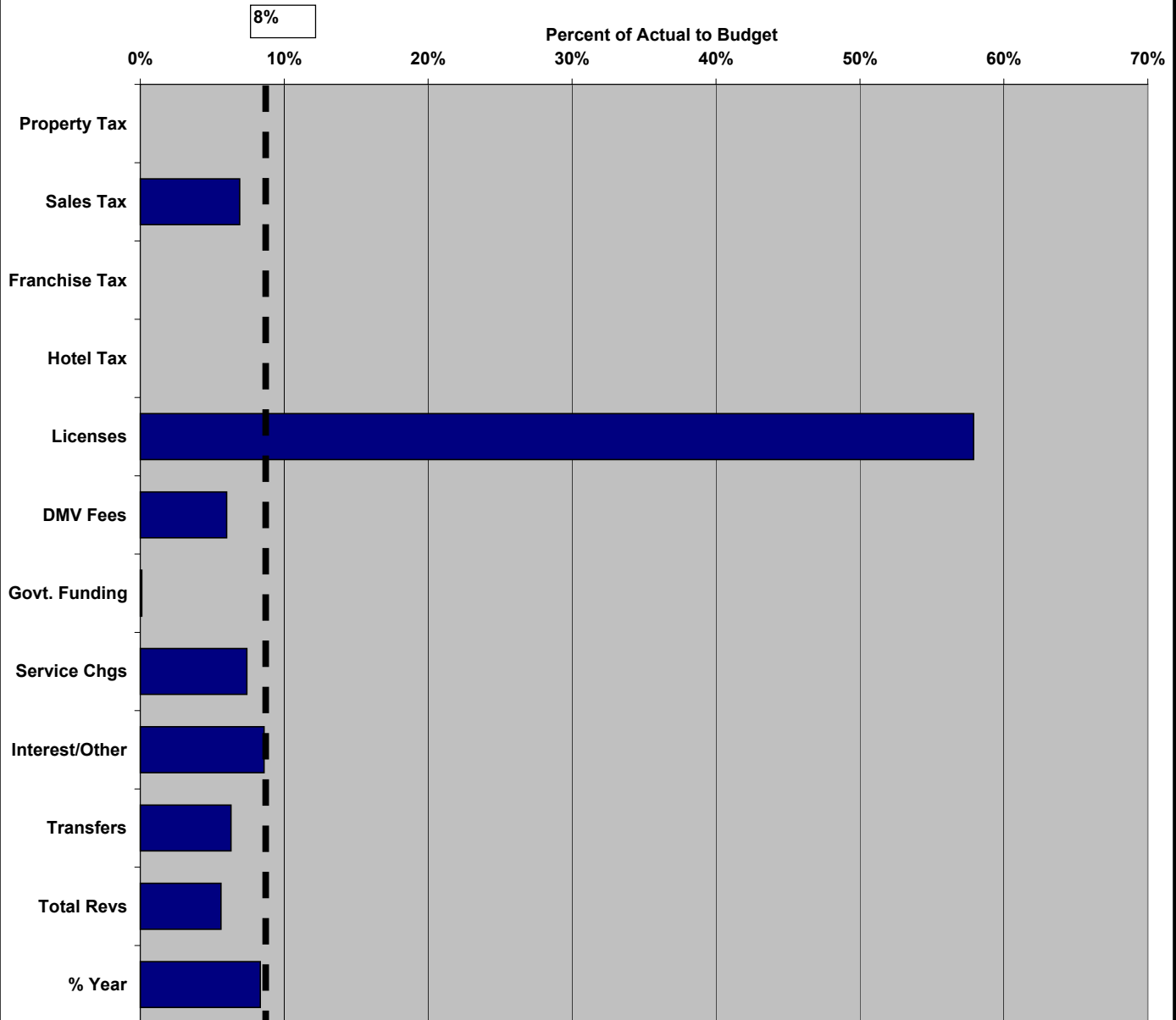
<sup>1</sup> Includes all Special Revenue Funds except Community Development, CDBG, and Street Funds





# Morgan Hill YTD General Fund Revenues

July 31, 2003 – 8% Year Complete



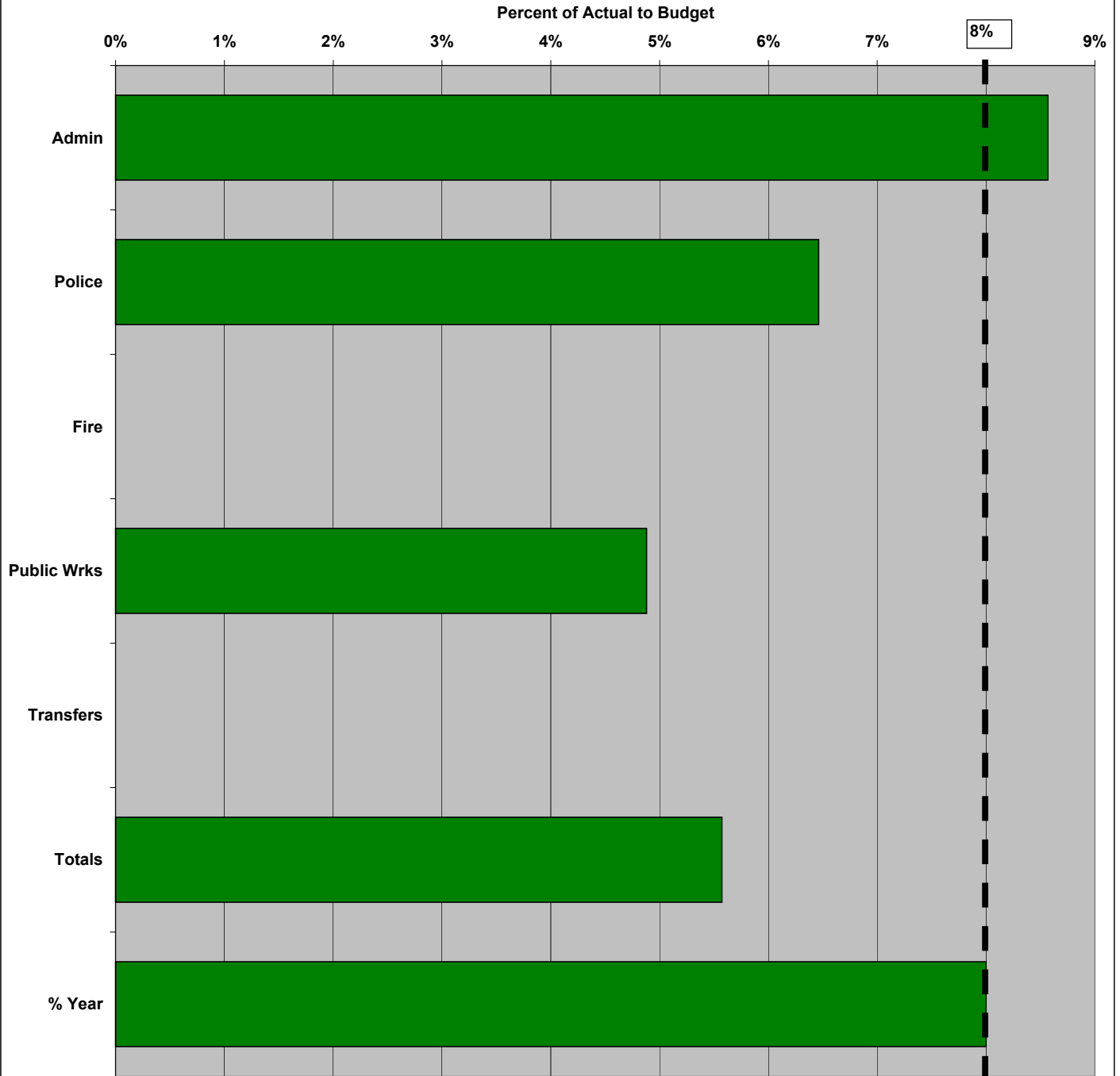
REVENUE CATEGORY	BUDGET	ACTUAL	% OF BUDGET	PRIOR YEAR TO DATE	% CHANGE FROM PRIOR YEAR
PROPERTY RELATED TAXES	\$2,440,000				n/a
SALES TAXES	\$4,923,000	\$338,300	7%	\$367,600	-8%
FRANCHISE FEE	\$961,180				n/a
HOTEL TAX	\$890,000				n/a
LICENSES/PERMITS	\$202,600	\$117,371	58%	\$117,136	
MOTOR VEHICLE IN LIEU	\$2,080,000	\$124,124	6%	\$177,256	-30%
FUNDING - OTHER GOVERNMENTS	\$271,900	\$334	0%	\$3,598	-91%
CHARGES CURRENT SERVICES	\$2,588,137	\$192,491	7%	\$173,474	11%
INTEREST & OTHER REVENUE	\$893,050	\$77,184	9%	\$922	8271%
TRANSFERS IN	\$823,986	\$51,666	6%	\$2,916	1672%
TOTALS	\$16,073,853	\$901,470	6%	\$842,902	7%





# Morgan Hill YTD General Fund Expenditures

July 31, 2003 – 8% Year Complete



Expenditure Category	Budget	Actual Plus Encumbrances	% of Budget
ADMINISTRATION	5,149,142	441,179	9%
POLICE	6,740,507	435,548	6%
FIRE	3,745,220	-	n/a
PUBLIC WORKS	810,323	39,544	5%
TRANSFERS OUT	-	-	n/a
TOTALS	\$ 16,445,192	\$ 916,271	6%





**City of Morgan Hill**  
**Fund Activity Summary - Fiscal Year 2003/04**  
**For the Month of July 31, 2003**  
**8% of Year Completed**

Fund No.	Fund	Unaudited Fund Balance 06-30-03	Revenues		Expenses		Year to-Date Deficit or Carryover	Ending Fund Balance		Cash and Investments	
			YTD Actual	% of Budget	YTD Actual	% of Budget		Reserved <sup>1</sup>	Unreserved	Unrestricted	Restricted <sup>2</sup>
010	GENERAL FUND	\$10,939,530	\$901,470	6%	\$722,605	4%	\$178,865	\$193,666	\$10,924,729	\$11,609,006	\$4,150
<b>TOTAL GENERAL FUND</b>		<b>\$10,939,530</b>	<b>\$901,470</b>	<b>6%</b>	<b>\$722,605</b>	<b>4%</b>	<b>\$178,865</b>	<b>\$193,666</b>	<b>\$10,924,729</b>	<b>\$11,609,006</b>	<b>\$4,150</b>
202	STREET MAINTENANCE	\$1,647,599	\$50,390	4%	\$60,685	3%	(\$10,295)	\$823,712	\$813,592	\$1,541,454	\$10,794
204/205	PUBLIC SAFETY/SUPPL. LAW	\$484,495		n/a	\$22,799	8%	(\$22,799)		\$461,696	\$461,696	
206	COMMUNITY DEVELOPMENT	\$1,464,061	\$276,081	12%	\$175,423	6%	\$100,658	\$265,358	\$1,299,361	\$1,635,823	
207	GENERAL PLAN UPDATE	\$190,471	\$6,758	9%	\$1,277	2%	\$5,481	\$126,156	\$69,796	\$196,113	
210	COMMUNITY CENTER	\$359,443		n/a	\$26,000	8%	(\$26,000)		\$333,443	\$333,443	
215 / 216	CDBG	\$534,102	\$139	0%	\$1,247	1%	(\$1,108)	\$414,896	\$118,098	\$107,414	
220	MUSEUM RENTAL	\$943		n/a	\$137	6%	(\$137)		\$806	\$806	
225	ASSET SEIZURE	\$38,034		n/a		n/a			\$38,034	\$38,034	
226	OES/FEMA										
229	LIGHTING AND LANDSCAPE	\$33,744		n/a	\$3,714	2%	(\$3,714)	\$13,244	\$16,786	\$30,327	
232	ENVIRONMENT PROGRAMS	\$531,439	\$81,753	21%	\$9,954	2%	\$71,799	\$65,865	\$537,373	\$605,555	
234	MOBILE HOME PK RENT STAB.	\$9,763		n/a	\$138	0%	(\$138)		\$9,625	\$9,624	
235	SENIOR HOUSING	\$255,196		n/a					\$255,196	\$255,196	
236	HOUSING IN LIEU	\$1,041,604		n/a	-			-	\$1,041,604	\$1,041,604	
240	EMPLOYEE ASSISTANCE	\$6,300	\$2,031	10%	1,500	8%	\$531		\$6,831	\$6,832	
<b>TOTAL SPECIAL REVENUE FUNDS</b>		<b>\$6,597,194</b>	<b>\$417,152</b>	<b>9%</b>	<b>\$302,874</b>	<b>4%</b>	<b>\$114,278</b>	<b>\$1,709,231</b>	<b>\$5,002,241</b>	<b>\$6,263,921</b>	<b>\$10,794</b>
301	PARK DEV. IMPACT FUND	\$3,186,452	\$64,108	15%	\$3,714	0%	\$60,394	\$111,684	\$3,135,162		\$3,246,846
302	PARK MAINTENANCE	\$2,904,508	\$38,510	15%			\$38,510		\$2,943,018	\$2,943,018	
303	LOCAL DRAINAGE	\$2,906,281	\$22,539	8%	\$790	0%	\$21,749	\$3,500	\$2,924,530		\$2,928,031
304	LOCAL DRAINAGE/NON-AB1600	\$3,271,431	\$29,000	18%	\$2,656	1%	\$26,344		\$3,297,775	\$3,157,776	
305	OFF-STREET PARKING	\$4,014		n/a					\$4,014	\$4,014	
306	OPEN SPACE	\$334,441		n/a				\$20,000	\$314,441	\$334,441	
309	TRAFFIC IMPACT FUND	\$2,820,619	\$78,831	12%	\$3,054	0%	\$75,777	\$349,999	\$2,546,397		\$2,884,263
311	POLICE IMPACT FUND	\$1,181,138	\$3,471	7%	\$554	0%	\$2,917	\$20,000	\$1,164,055		\$1,184,055
313	FIRE IMPACT FUND	\$2,599,664	\$18,829	13%	\$129	0%	\$18,700		\$2,618,364		\$2,618,364
317	REDEVELOPMENT AGENCY	\$20,612,988	\$27,380	0%	\$5,846,462	21%	(\$5,819,082)	\$9,623,355	\$5,170,551	\$12,935,236	
327 / 328	HOUSING	\$23,004,079	\$246	0%	\$3,120,593	68%	(\$3,120,347)	\$17,156,469	\$2,727,262	\$2,980,757	
340	MORGAN HILL BUS.RANCH I	\$48,212		n/a					\$48,212	\$48,212	
342	MORGAN HILL BUS.RANCH II	\$54,145		n/a					\$54,145	\$54,145	
346	PUBLIC FACILITIES NON-AB1600	\$1,330,789	\$24,000	0%	136		\$23,864		\$1,354,653	\$1,354,653	
347	PUBLIC FACILITIES IMPACT FUND	\$664,448	\$7,504	16%	\$7,283	1%	\$221	\$952,959	(\$288,290)		\$627,999
348	LIBRARY IMPACT FUND	\$413,791	\$5,718	19%	\$19	8%	\$5,699		\$419,490		\$419,490
350	UNDERGROUNDING	\$1,255,182		n/a	\$36	0%	(\$36)		\$1,255,146	\$1,255,144	
<b>TOTAL CAPITAL PROJECT FUNDS</b>		<b>\$66,592,182</b>	<b>\$320,136</b>	<b>1%</b>	<b>\$8,985,426</b>	<b>18%</b>	<b>(\$8,665,290)</b>	<b>\$28,237,966</b>	<b>\$29,688,925</b>	<b>\$25,067,396</b>	<b>\$13,909,048</b>
527	HIDDEN CREEK			n/a							
533	DUNNE/CONDIT			n/a							
536	ENCINO HILLS	\$67,917		n/a					\$67,917	\$67,917	
539	MORGAN HILL BUS. PARK	\$11,848		n/a					\$11,848	\$11,848	
542	SUTTER BUSINESS PARK	\$24,870		n/a					\$24,870	\$24,870	
545	COCHRANE BUSINESS PARK	\$373,991		n/a	\$801	0%	(\$801)		\$373,190	\$192,240	\$180,950
551	JOLEEN WAY	\$29,144		n/a	\$774	2%	(\$774)		\$28,370	\$11,120	\$17,250
<b>TOTAL DEBT SERVICE FUNDS</b>		<b>\$507,770</b>		<b>n/a</b>	<b>\$1,575</b>	<b>1%</b>	<b>(\$1,575)</b>		<b>\$506,195</b>	<b>\$307,995</b>	<b>\$198,200</b>





**City of Morgan Hill**  
**Fund Activity Summary - Fiscal Year 2003/04**  
**For the Month of July 31, 2003**  
**8% of Year Completed**

Fund No.	Fund	Unaudited Fund Balance 06-30-03	Revenues		Expenses		Year to-Date Deficit or Carryover	Ending Fund Balance		Cash and Investments	
			YTD Actual	% of Budget	YTD Actual	% of Budget		Reserved <sup>1</sup>	Unreserved	Unrestricted	Restricted <sup>2</sup>
640	SEWER OPERATIONS	\$16,586,712	\$443,537	8%	\$134,883	2%	\$308,654	\$13,456,461	\$3,438,905	\$3,264,792	\$3,402,379
641	SEWER IMPACT FUND	\$6,124,881	\$232,568	37%	\$4,100	0%	\$228,468	1,682,948	\$4,670,401		\$4,990,238
642	SEWER RATE STABILIZATION	\$3,798,056		n/a	\$197	8%	(\$197)		\$3,797,859	\$3,797,859	
643	SEWER-CAPITAL PROJECTS	\$8,678,216		n/a	\$7,739	2%	(\$7,739)	6,088,937	\$2,581,540	\$2,910,824	
650	WATER OPERATIONS	\$21,752,981	\$842,912	12%	\$324,043	1%	\$518,869	\$20,040,731	\$2,231,119	\$2,006,823	\$390,413
651	WATER IMPACT FUND	\$1,988,794	\$30,773	5%	\$20,710	1%	\$10,063	3,089,951	(\$1,091,095)		\$28,551
652	WATER RATE STABILIZATION	\$866,021		n/a	\$70,879	8%	(\$70,879)		\$795,142	\$795,142	
653	WATER -CAPITAL PROJECT	\$7,561,649		n/a	\$8,100	0%	(\$8,100)	3,906,205	\$3,647,345	\$3,879,174	
<b>TOTAL ENTERPRISE FUNDS</b>		<b>\$67,357,310</b>	<b>\$1,549,790</b>	<b>10%</b>	<b>\$570,651</b>	<b>2%</b>	<b>\$979,139</b>	<b>\$48,265,233</b>	<b>\$20,071,216</b>	<b>\$16,654,614</b>	<b>\$8,811,581</b>
730	DATA PROCESSING	\$440,655	\$20,438	8%	\$18,280	7%	\$2,158	237,214	\$205,599	\$396,734	
740	BUILDING MAINTENANCE	\$498,724	\$74,253	8%	\$14,142	2%	\$60,111	29,581	\$529,254	\$571,035	
745	CIP ADMINISTRATION	\$73,720	\$76,985	5%	\$76,985	5%		126,740	(\$53,020)	\$103,678	
760	UNEMPLOYMENT INS.	\$47,278		n/a					\$47,278	\$47,278	
770	WORKER'S COMP.	(\$104,394)	\$36,055	5%	\$83,949	12%	(\$47,894)	\$39,000	(\$191,288)	\$510,873	\$40,000
790	EQUIPMENT REPLACEMENT	\$3,704,645	\$16,979	9%	\$147	0%	\$16,832	892,458	\$2,829,019	\$2,838,136	
793	CORPORATION YARD	\$559,351		n/a	\$6,290	4%	(\$6,290)	248,308	\$304,753	\$238,534	
795	GEN'L LIABILITY INS.	\$771,126	\$30,966	8%	\$250,772	67%	(\$219,806)		\$551,320	\$899,692	
<b>TOTAL INTERNAL SERVICE FUNDS</b>		<b>\$5,991,105</b>	<b>\$255,676</b>	<b>6%</b>	<b>\$450,565</b>	<b>12%</b>	<b>(\$194,889)</b>		<b>\$4,222,915</b>	<b>\$5,605,960</b>	<b>\$40,000</b>
820	SPECIAL DEPOSITS									\$746,909	
841	M.H. BUS.RANCH A.D.	\$1,647,914		n/a	\$930	0%	(\$930)		\$1,646,984	\$1,068,659	\$578,325
842	M.H. BUS. RANCH II A.D.	\$107,112		n/a	\$1,138	3%	(\$1,138)		\$105,974	\$46,461	\$59,513
843	M.H. BUS. RANCH 1998	\$1,491,820		n/a	\$930	0%	(\$930)		\$1,490,890	\$603,985	\$886,904
845	MADRONE BP-TAX EXEMPT	\$1,311,637			\$1,177	0%	(\$1,177)		\$1,310,460	\$510,411	\$800,049
846	MADRONE BP-TAXABLE	\$256,493		n/a	\$715	0%	(\$715)		\$255,777	\$101,651	\$154,466
848	TENNANT AVE.BUS.PK A.D.	\$360,334		n/a					\$360,334	\$360,336	
881	POLICE DONATION TRUST FUND	\$20,904		n/a					\$20,904		\$20,904
<b>TOTAL AGENCY FUNDS</b>		<b>\$5,196,214</b>		<b>n/a</b>	<b>\$4,890</b>	<b>0%</b>	<b>(\$4,890)</b>		<b>\$5,191,323</b>	<b>\$3,438,412</b>	<b>\$2,500,161</b>
<b>SUMMARY BY FUND TYPE</b>											
GENERAL FUND GROUP		\$10,939,530	\$901,470	6%	\$722,605	4%	\$178,865	\$193,666	\$10,924,729	\$11,609,006	\$4,150
SPECIAL REVENUE GROUP		\$6,597,194	\$417,152	9%	\$302,874	4%	\$114,278	\$1,709,231	\$5,002,241	\$6,263,921	\$10,794
DEBT SERVICE GROUP		\$507,770		n/a	\$1,575	1%	(\$1,575)		\$506,195	\$307,995	\$198,200
CAPITAL PROJECTS GROUP		\$66,592,182	\$320,136	1%	\$8,985,426	18%	(\$8,665,290)	\$28,237,966	\$29,688,925	\$25,067,396	\$13,909,048
ENTERPRISE GROUP		\$67,357,310	\$1,549,790	10%	\$570,651	2%	\$979,139	\$48,265,233	\$20,071,216	\$16,654,614	\$8,811,581
INTERNAL SERVICE GROUP		\$5,991,105	\$255,676	6%	\$450,565	12%	(\$194,889)		\$4,222,915	\$5,605,960	\$40,000
AGENCY GROUP		\$5,196,214		n/a	\$4,890	0%	(\$4,890)		\$5,191,323	\$3,438,412	\$2,500,161
<b>TOTAL ALL GROUPS</b>		<b>\$163,181,305</b>	<b>\$3,444,224</b>	<b>4%</b>	<b>\$11,038,586</b>	<b>11%</b>	<b>(\$7,594,362)</b>	<b>\$78,406,096</b>	<b>\$75,607,544</b>	<b>\$68,947,304</b>	<b>\$25,473,934</b>
<b>TOTAL CASH AND INVESTMENTS</b>										<b>\$94,421,238</b>	

For Enterprise Funds - Unrestricted fund balance = Fund balance net of fixed assets and long-term liabilities.

<sup>1</sup> Amount restricted for encumbrances, fixed asset replacement, long-term receivables, and bond reserves.

<sup>2</sup> Amount restricted for debt service payments and AB1600 capital expansion projects as detailed in the City's five year CIP Plan and bond agreements.





**CITY OF MORGAN HILL CASH AND INVESTMENT REPORT**  
**FOR THE MONTH OF JULY 2003**  
**FOR THE FISCAL YEAR OF 2003-04**

	Invested in Fund	Yield	Book Value End of Month	Investment Category Subtotal at Cost	% of Total	Market Value
<b><u>Investments</u></b>						
State Treasurer LAIF - City	all Funds Pooled	1.65%	\$39,000,000		41.30%	\$39,111,005 *
	RDA	1.65%	\$13,007,918		13.78%	\$13,044,942 *
	Corp Yard	1.65%	\$51,598		0.05%	\$51,745 *
Federal Issues	all Funds Pooled	3.88%	\$31,494,348		33.36%	\$31,209,925
SVNB CD	all Funds Pooled	1.70%	\$2,000,000			
Money Market	all Funds Pooled	1.08%	\$19,408	\$85,573,272	0.02%	\$19,408
<b><u>Bond Reserve Accounts - held by trustees</u></b>						
BNY - 2002 SCRWA Bonds						
MBIA Repurchase & Custody Agmt	Sewer	4.78%	\$1,849,401			
Blackrock Provident Temp Fund		0.89%	\$1,552,974		3.60%	\$3,402,375 *
US Bank - 1999 Water C.O.P.						
First American Treasury Obligat	Water	1.29%	\$390,413		0.41%	\$390,413 *
US Bank - MH Ranch 98	MH Ranch					
First American Treasury Obligat	Agency Fund	1.29%	\$886,904		0.94%	\$886,904 *
US Bank - Madrone Bus Park Tax Exem	madrone Bus Park					
First American Treasury Obliga	Agency Fund	1.29%	\$800,049		0.85%	\$800,049 *
US Bank - Madrone Bus Park Taxable	madrone Bus Park					
First American Treasury Obliga	Agency Fund	1.29%	\$154,470	\$5,634,211	0.16%	\$154,470 *
<b><u>Checking Accounts</u></b>						
General Checking	All Funds		\$1,669,605		1.77%	\$1,669,605
Dreyfuss Treas Cash Management Acco	All Funds		\$1,500,000		1.59%	\$1,500,000
Athens Administators Workers' Comp	Workers' Comp		\$40,000		0.04%	\$40,000
Petty Cash & Emergency Cash	Various Funds		\$4,150	\$3,213,755	0.00%	\$4,150
<b>Total Cash and Investments</b>			<b>\$94,421,238</b>	<b>\$94,421,239</b>	<b>97.88%</b>	<b>\$92,284,992</b>

**CASH ACTIVITY SUMMARY**  
**FY 02/03**

Fund Type	7/1/03 Balance	Change in Cash Balance	07/31/03 Balance	Restricted	Unrestricted
General Fund	\$11,246,982	\$366,174	\$11,613,156	\$4,150	\$11,609,006
Community Development	\$1,568,977	\$66,846	\$1,635,823	\$0	\$1,635,823
RDA (except Housing)	\$18,757,337	(\$5,822,101)	\$12,935,236	\$0	\$12,935,236
Housing / CDBG	\$6,259,238	(\$3,171,067)	\$3,088,171	\$0	\$3,088,171
Water - Operations	\$2,190,783	\$206,453	\$2,397,236	\$390,413	\$2,006,823
Water Other	\$4,882,333	(\$179,465)	\$4,702,868	\$28,551	\$4,674,317
Sewer - Operations	\$6,364,104	\$303,063	\$6,667,167	\$3,402,375	\$3,264,792
Sewer Other	\$11,927,295	(\$228,374)	\$11,698,921	\$4,990,238	\$6,708,683
Other Special Revenue	\$3,011,903	(\$32,674)	\$2,979,229	\$0	\$2,979,229
Streets and Capital Projects (excep	\$24,400,641	\$212,059	\$24,612,700	\$13,919,842	\$10,692,858
Assessment Districts	\$504,822	\$1,373	\$506,195	\$198,200	\$307,995
Internal Service	\$5,992,368	(\$346,408)	\$5,645,960	\$40,000	\$5,605,960
Agency Funds	\$5,943,872	(\$5,296)	\$5,938,576	\$2,500,165	\$3,438,411
<b>Total</b>	<b>\$103,050,655</b>	<b>(\$8,629,417)</b>	<b>\$94,421,238</b>	<b>\$25,473,934</b>	<b>\$68,947,304</b>

Note: See Investment Portfolio Detail for maturities of "Investments." Market values are obtained from the City's investmen  
 \*Market Value as of 06/30/03

I certify the information on the investment reports on pages 6-8 has been reconciled to the general ledger and bank statemen  
 sufficient funds to meet the expenditure requirements of the City for the next six months. The portfolio is in compliance w  
 investment policy and all State laws and regulations.

Prepared by: \_\_\_\_\_  
 Lourdes Reroma  
 Accountant I

Approv \_\_\_\_\_  
 Jack Dilles  
 Director of Finance

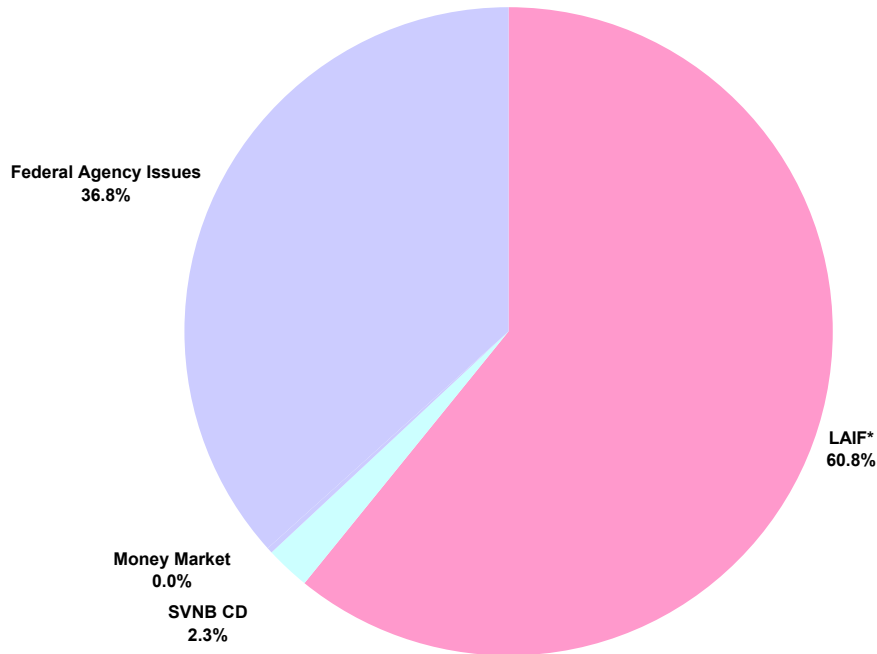
Verified by: \_\_\_\_\_  
 Tina Reza  
 Assistant Director of Finance

\_\_\_\_\_  
 Mike Roorda  
 City Treasurer





## CITY OF MORGAN HILL INVESTMENT PORTFOLIO DETAIL as of 07/31/03



Investment Type	Purchase Date	Book Value	% of Portfolio	Market Value	Stated Rate	Interest Earned	Next Call Date	Date of Maturity	Years to Maturity
<b>LAIF*</b>									
		\$52,059,517	60.84%	\$52,207,692	1.653%	\$76,104			0.003
SVNB CD	07/07/03	\$2,000,000	2.34%	\$2,000,000	1.700%	\$2,361		07/07/05	1.934
<b>Federal Agency Issues</b>									
Fed Natl Mortgage As	08/01/01	\$1,500,000	1.75%	\$1,505,625	5.200%	\$6,680	08/01/05	08/01/05	2.003
Fed Home Loan Bank	08/20/02	\$2,000,000	2.34%	\$2,003,120	4.250%	\$7,279	08/20/03	08/20/07	4.055
Fed Natl Mortgage As	09/27/02	\$2,000,000	2.34%	\$2,008,760	4.000%	\$6,739	09/27/03	09/27/07	4.159
Fed Home Loan Bank	02/04/03	\$2,000,000	2.34%	\$2,000,620	3.900%	\$6,680	08/04/03	02/04/08	4.515
Fed Home Loan Bank	03/11/03	\$2,000,000	2.34%	\$1,989,380	3.500%	\$5,897	03/11/04	03/11/08	4.614
Fed Home Loan Mgt Co	03/12/03	\$2,000,000	2.34%	\$1,990,820	3.500%	\$5,897	03/12/04	03/12/08	4.616
Fed Home Loan Bank	03/26/03	\$2,000,000	2.34%	\$1,978,760	3.375%	\$5,686	03/26/04	03/26/08	4.690
Fed Home Loan Mgt Co	04/08/03	\$2,000,000	2.34%	\$2,002,260	3.700%	\$6,268	04/08/04	04/08/08	4.690
Fed Home Loan Mgt Co	04/16/03	\$2,000,000	2.34%	\$1,994,340	3.600%	\$6,098	04/16/04	04/16/08	4.712
Fed Home Loan Mgt Co	04/17/03	\$1,994,348	2.33%	\$1,994,380	3.691%	\$6,354	10/17/03	04/17/08	4.715
Fed Farm Credit Bank	05/14/03	\$2,000,000	2.34%	\$1,990,620	3.617%	\$6,094	08/14/03	05/14/08	4.789
Fed Farm Credit Bank	06/03/03	\$2,000,000	2.34%	\$1,958,120	3.210%	\$5,438	12/03/03	06/03/08	4.844
Fed Farm Credit Bank	06/12/03	\$2,000,000	2.34%	\$1,935,000	2.950%	\$4,997	12/12/03	06/12/08	4.868
Fed Home Loan Bank	07/30/03	\$2,000,000	2.34%	\$1,937,500	3.000%	\$326	01/30/04	07/30/08	5.000
Fed Home Loan Bank	07/30/03	\$2,000,000	2.34%	\$1,955,000	3.243%	\$353	10/30/03	07/30/08	5.000
Fed Home Loan Bank	07/30/03	\$2,000,000	2.34%	\$1,965,620	3.400%	\$370	10/30/03	07/30/08	5.000
Redeemed FY 03/04						\$7,018			
Sub Total/Average		\$31,494,348	36.80%	\$31,209,925	3.879%	\$88,174			4.553
<b>Money Market</b>									
		\$19,408	0.02%	\$19,408	1.080%	\$1,930			0.003
<b>TOTAL/AVERAGE</b>		<b>\$85,573,272</b>	<b>100.00%</b>	<b>\$85,437,024</b>	<b>2.374%</b>	<b>\$168,569</b>			<b>1.723</b>

\*Per State Treasurer Report dated 06/30/2003, LAIF had invested approximately 18% of its balance in Treasury Bills and Notes, 11% in CDs, 29% in Commercial Paper and Corporate Bonds, 0% in Banker's Acceptances and 42% in others.





# CITY OF MORGAN HILL

## INVESTMENT MATURITIES AS OF JULY 31, 2003



YEAR OF MATURITY	BOOK VALUE	MARKET VALUE	AVERAGE RATE	% OF TOTAL
2003 LAIF	\$52,059,516	\$52,207,692	1.653%	60.84%
2003 OTHER	\$19,408	\$19,408	1.080%	0.02%
2005	\$1,500,000	\$1,505,625	5.200%	1.75%
2007	\$4,000,000	\$4,011,880	4.125%	4.67%
2008	\$27,994,348	\$27,692,420	3.313%	32.71%
TOTAL	\$85,573,272	\$85,437,024	2.374%	100.00%





City of Morgan Hill  
Year to Date Revenues - Fiscal Year 2003/04  
For the Month of July 2003  
8% of Year Completed

FUND REVENUE SOURCE	ADOPTED BUDGET	AMENDED BUDGET	CURRENT YTD ACTUAL	% OF BUDGET	PRIOR YTD	INCR (DECR) FROM PRIOR YTD	% OF BUDGET
<b>010 GENERAL FUND</b>							
<b><u>TAXES</u></b>							
Property Taxes - Secured/Unsecured/Prior	1,972,200	1,972,200		n/a		-	n/a
Supplemental Roll	200,000	200,000		n/a		-	n/a
Sales Tax	4,650,000	4,650,000	338,300	7%	367,600	(29,300)	-8%
Public Safety Sales Tax	273,000	273,000		n/a		-	n/a
Transient Occupancy Taxes	890,000	890,000		n/a		-	n/a
Franchise (Refuse ,Cable ,PG&E)	961,180	961,180		n/a		-	n/a
Property Transfer Tax	267,800	267,800		n/a		-	n/a
<b>TOTAL TAXES</b>	<b>9,214,180</b>	<b>9,214,180</b>	<b>338,300</b>	<b>4%</b>	<b>367,600</b>	<b>(29,300)</b>	<b>-8%</b>
<b><u>LICENSES/PERMITS</u></b>							
Business License	154,500	154,500	117,219	76%	116,970	249	0%
Other Permits	48,100	48,100	152	0%	166	(14)	-8%
<b>TOTAL LICENSES/PERMITS</b>	<b>202,600</b>	<b>202,600</b>	<b>117,371</b>	<b>58%</b>	<b>117,136</b>	<b>235</b>	<b>0%</b>
<b><u>FINES AND PENALTIES</u></b>							
Parking Enforcement	13,400	13,400	1,742	13%	578	1,164	201%
City Code Enforcement	77,300	77,300	6,798	9%		6,798	n/a
Business tax late fee/other fines	2,600	2,600	65	3%		65	n/a
<b>TOTAL FINES AND PENALTIES</b>	<b>93,300</b>	<b>93,300</b>	<b>8,605</b>	<b>9%</b>	<b>578</b>	<b>8,027</b>	<b>1389%</b>
<b><u>OTHER AGENCIES</u></b>							
Motor Vehicle in-Lieu	2,080,000	2,080,000	124,124	6%	177,256	(53,132)	-30%
Other Revenue - Other Agencies	271,900	271,900	334	0%	3,598	(3,264)	-91%
<b>TOTAL OTHER AGENCIES</b>	<b>2,351,900</b>	<b>2,351,900</b>	<b>124,458</b>	<b>5%</b>	<b>180,854</b>	<b>(56,396)</b>	<b>-31%</b>
<b><u>CHARGES CURRENT SERVICES</u></b>							
False Alarm Charge	24,700	24,700		n/a	80	(80)	-100%
Business License Application Review	20,900	20,900	3,017	14%	2,422	595	25%
Recreation Classes	338,784	338,784	13,170	4%	9,626	3,544	37%
General Administration Overhead	2,007,978	2,007,978	167,332	8%	154,661	12,671	8%
Other Charges Current Services	195,775	195,775	8,972	5%	6,685	2,287	34%
<b>TOTAL CURRENT SERVICES</b>	<b>2,588,137</b>	<b>2,588,137</b>	<b>192,491</b>	<b>7%</b>	<b>173,474</b>	<b>19,017</b>	<b>11%</b>
<b><u>OTHER REVENUE</u></b>							
Use of money/property	775,550	775,550	62,815	8%	62	62,753	101215%
Other revenues	24,200	24,200	5,764	24%	282	5,482	1944%
<b>TOTAL OTHER REVENUE</b>	<b>799,750</b>	<b>799,750</b>	<b>68,579</b>	<b>9%</b>	<b>344</b>	<b>68,235</b>	<b>19836%</b>
<b><u>TRANSFERS IN</u></b>							
Park Maintenance	200,000	200,000		n/a		-	n/a
Sewer Enterprise	17,500	17,500	1,458	8%	1,458	-	n/a
Water Enterprise	17,500	17,500	1,458	8%	1,458	-	n/a
Public Safety	273,000	273,000	22,750	8%		22,750	n/a
Community Cultural Center	312,000	312,000	26,000	8%	-	26,000	n/a
Other Funds	3,986	3,986	-	n/a		-	n/a
<b>TOTAL TRANSFERS IN</b>	<b>823,986</b>	<b>823,986</b>	<b>51,666</b>	<b>6%</b>	<b>2,916</b>	<b>48,750</b>	<b>1672%</b>
<b>TOTAL GENERAL FUND</b>	<b>16,073,853</b>	<b>16,073,853</b>	<b>901,470</b>	<b>6%</b>	<b>842,902</b>	<b>58,568</b>	<b>7%</b>





City of Morgan Hill  
Year to Date Revenues - Fiscal Year 2003/04  
For the Month of July 2003  
8% of Year Completed

FUND REVENUE SOURCE	ADOPTED BUDGET	AMENDED BUDGET	CURRENT YTD ACTUAL	% OF BUDGET	PRIOR YTD	INCR (DECR) FROM PRIOR YTD	% OF BUDGET
<b>SPECIAL REVENUE FUNDS</b>							
<b>202 STREET MAINTENANCE</b>							
Gas Tax 2105 - 2107.5	653,400	653,400		n/a		-	n/a
Measure A & B	-	-	-	n/a	-	-	n/a
Tea 21	-	-	-	n/a		-	n/a
Transfers In	700,000	700,000	50,000	7%	50,000	-	n/a
Project Reimbursement		-		n/a		-	n/a
Interest / Other Revenue/Other Charges	14,861	14,861	390	3%		390	n/a
<b>202 STREET MAINTENANCE</b>	<b>1,368,261</b>	<b>1,368,261</b>	<b>50,390</b>	<b>4%</b>	<b>50,000</b>	<b>390</b>	<b>1%</b>
<b>204/205 PUBLIC SAFETY TRUST</b>							
Interest Income	9,956	9,956	-	n/a		-	n/a
Police Grant/SLEF	100,000	100,000	-	n/a		-	n/a
PD Block Grant	-	-	-	n/a		-	n/a
CA Law Enforcement Equip. Grant	-	-	-	n/a		-	n/a
Federal Police Grant (COPS)	-	-	-	n/a		-	n/a
Transfers In	-	-	-	n/a	-	-	n/a
<b>204/205 PUBLIC SAFETY TRUST</b>	<b>109,956</b>	<b>109,956</b>	<b>-</b>	<b>n/a</b>	<b>-</b>	<b>-</b>	<b>n/a</b>
<b>206 COMMUNITY DEVELOPMENT</b>							
Building Fees	1,100,500	1,100,500	212,090	19%	107,232	104,858	98%
Planning Fees	616,496	616,496	20,740	3%	20,574	166	1%
Engineering Fees	519,600	519,600	40,607	8%	14,494	26,113	180%
Other Revenue/Current Charges	9,763	9,763	144	1%	64	80	125%
Transfers	30,000	30,000	2,500	8%		2,500	n/a
<b>206 COMMUNITY DEVELOPMENT</b>	<b>2,276,359</b>	<b>2,276,359</b>	<b>276,081</b>	<b>12%</b>	<b>142,364</b>	<b>133,717</b>	<b>94%</b>
<b>207 GENERAL PLAN UPDATE</b>	<b>76,087</b>	<b>76,087</b>	<b>6,758</b>	<b>9%</b>	<b>9,182</b>	<b>(2,424)</b>	<b>-26%</b>
<b>215 and 216 HCD BLOCK GRANT</b>							
HCD allocation	152,000	152,000		n/a		-	n/a
Interest Income/Other Revenue	3,900	3,900	139	4%		139	n/a
Transfers	782	782	-	n/a	-	-	n/a
<b>215 and 216 HCD BLOCK GRANT</b>	<b>156,682</b>	<b>156,682</b>	<b>139</b>	<b>0%</b>	<b>-</b>	<b>139</b>	<b>n/a</b>
<b>210 COMMUNITY CENTER</b>	<b>6,198</b>	<b>6,198</b>		<b>n/a</b>	<b>100,000</b>	<b>(100,000)</b>	<b>-100%</b>
<b>220 MUSEUM RENTAL</b>	<b>41</b>	<b>41</b>		<b>n/a</b>		<b>-</b>	<b>n/a</b>
<b>225 ASSET SEIZURE</b>	<b>583</b>	<b>583</b>		<b>n/a</b>		<b>-</b>	<b>n/a</b>
<b>226 OES/FEMA</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>n/a</b>		<b>-</b>	<b>n/a</b>
<b>229 LIGHTING AND LANDSCAPE</b>	<b>127,770</b>	<b>127,770</b>		<b>n/a</b>		<b>-</b>	<b>n/a</b>
<b>232 ENVIRONMENTAL PROGRAMS</b>	<b>387,209</b>	<b>387,209</b>	<b>81,753</b>	<b>21%</b>	<b>20,426</b>	<b>61,327</b>	<b>300%</b>
<b>234 MOBILE HOME PARK RENT STAB.</b>	<b>6,298</b>	<b>6,298</b>		<b>n/a</b>		<b>-</b>	<b>n/a</b>
<b>235 SENIOR HOUSING</b>	<b>6,897</b>	<b>6,897</b>		<b>n/a</b>		<b>-</b>	<b>n/a</b>
<b>236 HOUSING MITIGATION</b>	<b>27,775</b>	<b>27,775</b>		<b>n/a</b>		<b>-</b>	<b>n/a</b>
<b>240 EMPLOYEE ASSISTANCE</b>	<b>20,162</b>	<b>20,162</b>	<b>2,031</b>	<b>10%</b>	<b>40,000</b>	<b>(37,969)</b>	<b>-95%</b>
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>4,570,278</b>	<b>4,570,278</b>	<b>417,152</b>	<b>9%</b>	<b>361,972</b>	<b>55,180</b>	<b>15%</b>





City of Morgan Hill  
Year to Date Revenues - Fiscal Year 2003/04  
For the Month of July 2003  
8% of Year Completed

FUND REVENUE SOURCE	ADOPTED BUDGET	AMENDED BUDGET	CURRENT YTD ACTUAL	% OF BUDGET	PRIOR YTD	INCR (DECR) FROM PRIOR YTD	% OF BUDGET
<b>CAPITAL PROJECTS FUNDS</b>							
301 PARK DEVELOPMENT	435,072	435,072	64,108	15%	29,163	34,945	120%
302 PARK MAINTENANCE	257,923	257,923	38,510	15%	(1,420)	39,930	-2812%
303 LOCAL DRAINAGE	291,028	291,028	22,539	8%		22,539	n/a
304 LOCAL DRAINAGE/NON AB1600	157,378	157,378	29,000	18%		29,000	n/a
305 OFF-STREET PARKING	95	95		n/a		-	n/a
306 OPEN SPACE	57,428	57,428		n/a		-	n/a
309 TRAFFIC MITIGATION	662,507	662,507	78,831	12%	24,570	54,261	221%
311 POLICE MITIGATION	51,569	51,569	3,471	7%	1,993	1,478	74%
313 FIRE MITIGATION	147,884	147,884	18,829	13%	9,034	9,795	108%
<b>317 RDA CAPITAL PROJECTS</b>							
Property Taxes & Supplemental Roll	14,086,573	14,086,573		n/a		-	n/a
Development Agreements			-	n/a	-	-	n/a
Interest Income, Rents				n/a		-	n/a
Other Agencies/Current Charges	9,450,000	9,450,000	27,380	0%	3,415	23,965	702%
<b>317 RDA CAPITAL PROJECTS</b>	<b>23,536,573</b>	<b>23,536,573</b>	<b>27,380</b>	<b>0%</b>	<b>3,415</b>	<b>23,965</b>	<b>702%</b>
<b>327/328 RDA L/M HOUSING</b>							
Property Taxes & Supplemental Roll	3,791,085	3,791,085		n/a		-	n/a
Interest Income, Rent	45,364	45,364		n/a	312	(312)	-100%
Other	90	90	246	273%	10	236	2360%
<b>327/328 RDA L/M HOUSING</b>	<b>3,836,539</b>	<b>3,836,539</b>	<b>246</b>	<b>0%</b>	<b>322</b>	<b>(76)</b>	<b>-24%</b>
346 PUBLIC FACILITIES NON-AB1600	9,875,877	9,875,877	24,000	0%		24,000	n/a
347 PUBLIC FACILITIES	46,900	46,900	7,504	16%	3,524	3,980	113%
348 LIBRARY	30,782	30,782	5,718	19%	2,512	3,206	128%
350 UNDERGROUNDING	31,495	31,495		n/a		-	n/a
340 MORGAN HILL BUS.RANCH CIP I	1,144	1,144		n/a		-	n/a
342 MORGAN HILL BUS.RANCH CIP II	1,282	1,282		n/a		-	n/a
<b>TOTAL CAPITAL PROJECTS FUNDS</b>	<b>39,421,476</b>	<b>39,421,476</b>	<b>320,136</b>	<b>1%</b>	<b>73,113</b>	<b>247,023</b>	<b>338%</b>

**DEBT SERVICE FUNDS**

527 HIDDEN CREEK	-	-	-	n/a	-	-	n/a
533 DUNNE AVE. / CONDIT ROAD	-	-	-	n/a	-	-	n/a
536 ENCINO HILLS	1,631	1,631		n/a		-	n/a
539 MORGAN HILL BUSINESS PARK	447	447		n/a		-	n/a
542 SUTTER BUSINESS PARK	730	730		n/a		-	n/a
545 COCHRANE BUSINESS PARK	119,887	119,887		n/a		-	n/a
551 JOLEEN WAY	34,955	34,955		n/a		-	n/a
<b>TOTAL DEBT SERVICE FUNDS</b>	<b>157,650</b>	<b>157,650</b>	<b>-</b>	<b>n/a</b>	<b>-</b>	<b>-</b>	<b>n/a</b>





City of Morgan Hill  
Year to Date Revenues - Fiscal Year 2003/04  
For the Month of July 2003  
8% of Year Completed

FUND REVENUE SOURCE	ADOPTED BUDGET	AMENDED BUDGET	CURRENT YTD ACTUAL	% OF BUDGET	PRIOR YTD	INCR (DECR) FROM PRIOR YTD	% OF BUDGET
<b>ENTERPRISE FUNDS</b>							
<b>640 SEWER OPERATION</b>							
Sewer Service Fees	5,321,460	5,321,460	423,863	8%	461,078	(37,215)	-8%
Interest Income	51,960	51,960		n/a		-	n/a
Sewer Rate Stabilization	-	-	-	n/a		-	n/a
Other Revenue/Current Charges	113,950	113,950	19,674	17%	7,833	11,841	151%
<b>640 SEWER OPERATION</b>	<b>5,487,370</b>	<b>5,487,370</b>	<b>443,537</b>	<b>8%</b>	<b>468,911</b>	<b>(25,374)</b>	<b>-5%</b>
<b>641 SEWER EXPANSION</b>							
Interest Income	26,580	26,580		n/a	13	(13)	-100%
Connection Fees	600,000	600,000	232,568	39%	42,238	190,330	451%
Other	-	-		n/a	66	(66)	-100%
<b>641 SEWER EXPANSION</b>	<b>626,580</b>	<b>626,580</b>	<b>232,568</b>	<b>37%</b>	<b>42,317</b>	<b>190,251</b>	<b>450%</b>
<b>642 SEWER RATE STABILIZATION</b>	<b>89,558</b>	<b>89,558</b>		<b>n/a</b>		<b>-</b>	<b>n/a</b>
<b>643 SEWER-CAPITAL PROJECT</b>	<b>525,416</b>	<b>525,416</b>		<b>n/a</b>		<b>-</b>	<b>n/a</b>
<b>TOTAL SEWER FUNDS</b>	<b>6,728,924</b>	<b>6,728,924</b>	<b>676,105</b>	<b>10%</b>	<b>511,228</b>	<b>164,877</b>	<b>32%</b>
<b>650 WATER OPERATION</b>							
Water Sales	5,738,350	5,738,350	706,857	12%	645,520	61,337	10%
Meter Install & Service	40,000	40,000	10,738	27%	310	10,428	3364%
Transfers-In, and Interest Income	1,045,785	1,045,785	87,149	8%		87,149	n/a
Other Revenue/Current Charges	249,584	249,584	38,168	15%	30,356	7,812	26%
<b>650 WATER OPERATION</b>	<b>7,073,719</b>	<b>7,073,719</b>	<b>842,912</b>	<b>12%</b>	<b>676,186</b>	<b>166,726</b>	<b>25%</b>
<b>651 WATER EXPANSION</b>							
Interest Income/Other Revenue/Transfer	501,803	501,803		n/a	3,324	(3,324)	-100%
Water Connection Fees	160,000	160,000	30,773	19%	6,719	24,054	358%
<b>651 WATER EXPANSION</b>	<b>661,803</b>	<b>661,803</b>	<b>30,773</b>	<b>5%</b>	<b>10,043</b>	<b>20,730</b>	<b>206%</b>
<b>652 Water Rate Stabilization</b>	<b>20,517</b>	<b>20,517</b>		<b>n/a</b>		<b>-</b>	<b>n/a</b>
<b>653 Water Capital Project</b>	<b>402,395</b>	<b>402,395</b>		<b>n/a</b>		<b>-</b>	<b>n/a</b>
<b>TOTAL WATER FUNDS</b>	<b>8,158,434</b>	<b>8,158,434</b>	<b>873,685</b>	<b>11%</b>	<b>686,229</b>	<b>187,456</b>	<b>27%</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>14,887,358</b>	<b>14,887,358</b>	<b>1,549,790</b>	<b>10%</b>	<b>1,197,457</b>	<b>352,333</b>	<b>29%</b>
<b>INTERNAL SERVICE FUNDS</b>							
<b>730 INFORMATION SERVICES</b>	<b>245,262</b>	<b>245,262</b>	<b>20,438</b>	<b>8%</b>	<b>31,766</b>	<b>(11,328)</b>	<b>-36%</b>
<b>740 BUILDING MAINTENANCE SERVICES</b>	<b>891,042</b>	<b>891,042</b>	<b>74,253</b>	<b>8%</b>	<b>69,792</b>	<b>4,461</b>	<b>6%</b>
<b>745 CIP ADMINISTRATION</b>	<b>1,447,120</b>	<b>1,447,120</b>	<b>76,985</b>	<b>5%</b>	<b>64,418</b>	<b>12,567</b>	<b>20%</b>
<b>760 UNEMPLOYMENT INSURANCE</b>	<b>29,452</b>	<b>29,452</b>		<b>n/a</b>	<b>-</b>	<b>-</b>	<b>n/a</b>
<b>770 WORKERS COMPENSATION</b>	<b>687,700</b>	<b>687,700</b>	<b>36,055</b>	<b>5%</b>	<b>35,303</b>	<b>752</b>	<b>2%</b>
<b>790 EQUIPMENT REPLACEMENT</b>	<b>198,367</b>	<b>198,367</b>	<b>16,979</b>	<b>9%</b>	<b>41,462</b>	<b>(24,483)</b>	<b>-59%</b>
<b>793 CORPORATION YARD COMMISSION</b>	<b>160,005</b>	<b>160,005</b>		<b>n/a</b>		<b>-</b>	<b>n/a</b>
<b>795 GENERAL LIABILITY INSURANCE</b>	<b>389,927</b>	<b>389,927</b>	<b>30,966</b>	<b>8%</b>	<b>31,981</b>	<b>(1,015)</b>	<b>-3%</b>
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>4,048,875</b>	<b>4,048,875</b>	<b>255,676</b>	<b>6%</b>	<b>274,722</b>	<b>(19,046)</b>	<b>-7%</b>





City of Morgan Hill  
 Year to Date Revenues - Fiscal Year 2003/04  
 For the Month of July 2003  
 8% of Year Completed

FUND REVENUE SOURCE	ADOPTED BUDGET	AMENDED BUDGET	CURRENT YTD ACTUAL	% OF BUDGET	PRIOR YTD	INCR (DECR) FROM PRIOR YTD	% OF BUDGET
<b>AGENCY FUNDS</b>							
841 M.H. BUS.RANCH A.D. I	736,175	736,175		n/a		-	n/a
842 M.H. BUS.RANCH A.D. II	37,177	37,177		n/a		-	n/a
843 M.H. BUS.RANCH 1998	883,205	883,205		n/a		-	n/a
845 MADRONE BP-TAX EXEMPT	807,439	807,439		n/a		-	n/a
846 MADRONE BP-TAXABLE	167,254	167,254		n/a		-	n/a
848 TENNANT AVE.BUS.PK A.D.	39,523	39,523		n/a		-	n/a
881 POLICE DONATION TRUST FUND	245	245		n/a		-	n/a
<b>TOTAL AGENCY FUNDS</b>	<b>2,671,018</b>	<b>2,671,018</b>	<b>-</b>	<b>n/a</b>	<b>-</b>	<b>-</b>	<b>n/a</b>
<b>TOTAL FOR ALL FUNDS</b>	<b>81,830,508</b>	<b>81,830,508</b>	<b>3,444,224</b>	<b>4%</b>	<b>2,750,166</b>	<b>869,611</b>	<b>32%</b>





City of Morgan Hill  
Year to Date Expenses - Fiscal Year 2003/04  
For the Month of July 2003  
8% of Year Completed

FUND NO.	FUND/ACTIVITY	THIS MONTH ACTUAL EXPENSES	ADOPTED BUDGET	AMENDED BUDGET	YTD EXPENSES	OUTSTANDING ENCUMBRANCE	TOTAL ALLOCATED	PERCENT OF TOTAL TO BUDGET
<b>010 GENERAL FUND</b>								
<b>I. GENERAL GOVERNMENT</b>								
<b>COUNCIL AND MISCELLANEOUS GOVT.</b>								
	City Council	12,870	194,400	194,400	12,870	-	12,870	7%
	Community Promotions	1,199	31,542	31,542	1,199	7,928	9,127	29%
	<b>COUNCIL AND MISCELLANEOUS GO</b>	<b>14,069</b>	<b>225,942</b>	<b>225,942</b>	<b>14,069</b>	<b>7,928</b>	<b>21,997</b>	<b>10%</b>
	<b>CITY ATTORNEY</b>	<b>28,203</b>	<b>615,917</b>	<b>615,917</b>	<b>28,203</b>	<b>29,000</b>	<b>57,203</b>	<b>9%</b>
<b>CITY MANAGER</b>								
	City Manager	32,908	391,162	391,162	32,908		32,908	8%
	Cable Television	813	45,236	45,236	813	17,750	18,563	41%
	Communications & Marketing	3,553	106,576	106,576	3,553	16,884	20,437	19%
	<b>CITY MANAGER</b>	<b>37,274</b>	<b>542,974</b>	<b>542,974</b>	<b>37,274</b>	<b>34,634</b>	<b>71,908</b>	<b>13%</b>
<b>RECREATION</b>								
	Recreation	31,948	455,503	455,503	31,948	7,974	39,922	9%
	Community & Cultural Center	23,340	739,223	739,223	23,340	29,799	53,139	7%
	Aquatics Center		273,890	273,890			-	n/a
	Building Maintenance (CCC)	15,206	416,108	416,108	15,206	38,054	53,260	13%
	<b>RECREATION</b>	<b>70,494</b>	<b>1,884,724</b>	<b>1,884,724</b>	<b>70,494</b>	<b>75,827</b>	<b>146,321</b>	<b>8%</b>
<b>HUMAN RESOURCES</b>								
	Human Resources	39,625	582,687	582,687	39,625	-	39,625	7%
	Volunteer Programs	1,823	34,442	34,442	1,823	-	1,823	5%
	<b>HUMAN RESOURCES</b>	<b>41,448</b>	<b>617,129</b>	<b>617,129</b>	<b>41,448</b>	<b>-</b>	<b>41,448</b>	<b>7%</b>
<b>CITY CLERK</b>								
	City Clerk	16,828	302,672	302,672	16,828	861	17,689	6%
	Elections	3,173	70,576	70,576	3,173	-	3,173	4%
	<b>CITY CLERK</b>	<b>20,001</b>	<b>373,248</b>	<b>373,248</b>	<b>20,001</b>	<b>861</b>	<b>20,862</b>	<b>6%</b>
	<b>FINANCE</b>	<b>67,572</b>	<b>889,208</b>	<b>889,208</b>	<b>67,572</b>	<b>8,868</b>	<b>76,440</b>	<b>9%</b>
	<b>MEDICAL SERVICES</b>	<b>-</b>				<b>5,000</b>	<b>5,000</b>	<b>n/a</b>
	<b>TOTAL GENERAL GOVERNMENT</b>	<b>279,061</b>	<b>5,149,142</b>	<b>5,149,142</b>	<b>279,061</b>	<b>162,118</b>	<b>441,179</b>	<b>9%</b>
<b>II. PUBLIC SAFETY</b>								
<b>POLICE</b>								
	PD Administration	33,108	491,711	491,711	33,108		33,108	7%
	Patrol	210,837	3,207,070	3,207,070	210,837	12,700	223,537	7%
	Support Services	50,565	897,092	897,092	50,565	556	51,121	6%
	Emergency Services/Haz Mat	2,025	33,858	33,858	2,025	-	2,025	6%
	Special Operations	61,088	1,176,399	1,176,399	61,088	3,575	64,663	5%
	Animal Control	4,543	76,159	76,159	4,543		4,543	6%
	Dispatch Services	55,451	858,218	858,218	55,451	1,100	56,551	7%
	<b>POLICE</b>	<b>417,617</b>	<b>6,740,507</b>	<b>6,740,507</b>	<b>417,617</b>	<b>17,931</b>	<b>435,548</b>	<b>6%</b>
	<b>FIRE</b>		<b>3,745,220</b>	<b>3,745,220</b>		<b>-</b>	<b>-</b>	<b>n/a</b>
	<b>TOTAL PUBLIC SAFETY</b>	<b>417,617</b>	<b>10,485,727</b>	<b>10,485,727</b>	<b>417,617</b>	<b>17,931</b>	<b>435,548</b>	<b>4%</b>
<b>III. COMMUNITY IMPROVEMENT</b>								
	<b>PARK MAINTENANCE</b>	<b>25,927</b>	<b>810,323</b>	<b>810,323</b>	<b>25,927</b>	<b>13,617</b>	<b>39,544</b>	<b>5%</b>
	<b>TOTAL COMMUNITY IMPROVEMENT</b>	<b>25,927</b>	<b>810,323</b>	<b>810,323</b>	<b>25,927</b>	<b>13,617</b>	<b>39,544</b>	<b>5%</b>





City of Morgan Hill  
Year to Date Expenses - Fiscal Year 2003/04  
For the Month of July 2003  
8% of Year Completed

FUND NO.	FUND/ACTIVITY	THIS MONTH ACTUAL EXPENSES	ADOPTED BUDGET	AMENDED BUDGET	YTD EXPENSES	OUTSTANDING ENCUMBRANCE	TOTAL ALLOCATED	PERCENT OF TOTAL TO BUDGET
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#### IV. TRANSFERS

Street Maintenance	-	-	n/a
Community Center	-	-	n/a
General Plan Update	-	-	n/a

<b>TOTAL TRANSFERS</b>	-	-	-	-	-	-	n/a
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<b>TOTAL GENERAL FUND</b>	722,605	16,445,192	16,445,192	722,605	193,666	916,271	6%
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#### SPECIAL REVENUE FUNDS

##### 202 STREET MAINTENANCE

Street Maintenance/Traffic	45,635	1,533,793	1,533,793	45,635	149,100	194,735	13%
Congestion Management	3,457	78,868	78,868	3,457	-	3,457	4%
Street CIP	11,593	514,800	514,800	11,593	674,612	686,205	133%

<b>202 STREET MAINTENANCE</b>	<b>60,685</b>	<b>2,127,461</b>	<b>2,127,461</b>	<b>60,685</b>	<b>823,712</b>	<b>884,397</b>	<b>42%</b>
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<b>204/205 PUBLIC SAFETY/SUPP.LAW</b>	<b>22,799</b>	<b>273,582</b>	<b>273,582</b>	<b>22,799</b>		<b>22,799</b>	<b>8%</b>
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##### 206 COMMUNITY DEVELOPMENT FUND

Planning	65,099	979,437	979,437	65,099	150,767	215,866	22%
Building	57,479	956,070	956,070	57,479	67,122	124,601	13%
PW-Engineering	52,845	1,029,375	1,029,375	52,845	47,469	100,314	10%

<b>206 COMMUNITY DEVELOPMENT FUND</b>	<b>175,423</b>	<b>2,964,882</b>	<b>2,964,882</b>	<b>175,423</b>	<b>265,358</b>	<b>440,781</b>	<b>15%</b>
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<b>207 GENERAL PLAN UPDATE</b>	<b>1,277</b>	<b>71,257</b>	<b>71,257</b>	<b>1,277</b>	<b>126,156</b>	<b>127,433</b>	<b>179%</b>
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<b>210 COMMUNITY CENTER</b>	<b>26,000</b>	<b>312,000</b>	<b>312,000</b>	<b>26,000</b>	-	<b>26,000</b>	<b>8%</b>
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<b>215/216 CDBG</b>	<b>1,247</b>	<b>195,769</b>	<b>195,769</b>	<b>1,247</b>	<b>54,307</b>	<b>55,554</b>	<b>28%</b>
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<b>220 MUSEUM RENTAL</b>	<b>137</b>	<b>2,422</b>	<b>2,422</b>	<b>137</b>	-	<b>137</b>	<b>6%</b>
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<b>225 ASSET SEIZURE</b>					-	-	n/a
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<b>226 OES/FEMA</b>					-	-	n/a
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<b>229 LIGHTING AND LANDSCAPE</b>	<b>3,714</b>	<b>154,755</b>	<b>154,755</b>	<b>3,714</b>	<b>13,244</b>	<b>16,958</b>	<b>11%</b>
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<b>232 ENVIRONMENT PROGRAMS</b>	<b>9,954</b>	<b>452,029</b>	<b>452,029</b>	<b>9,954</b>	<b>65,865</b>	<b>75,819</b>	<b>17%</b>
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<b>234 MOBILE HOME PARK</b>	<b>138</b>	<b>39,661</b>	<b>39,661</b>	<b>138</b>	-	<b>138</b>	<b>0%</b>
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<b>235 SENIOR HOUSING TRUST FUND</b>		<b>14,300</b>	<b>14,300</b>			-	n/a
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<b>236 HOUSING MITIGATION FUND</b>		<b>1,033,497</b>	<b>1,033,497</b>		-	-	n/a
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<b>240 EMPLOYEE ASSISTANCE</b>	<b>1,500</b>	<b>20,000</b>	<b>20,000</b>	<b>1,500</b>	-	<b>1,500</b>	<b>8%</b>
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<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>302,874</b>	<b>7,661,615</b>	<b>7,661,615</b>	<b>302,874</b>	<b>1,348,642</b>	<b>1,651,516</b>	<b>22%</b>
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#### CAPITAL PROJECT FUNDS

<b>301 PARK DEVELOPMENT</b>	<b>3,714</b>	<b>1,570,296</b>	<b>1,570,296</b>	<b>3,714</b>	<b>111,684</b>	<b>115,398</b>	<b>7%</b>
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<b>302 PARK MAINTENANCE</b>		<b>200,000</b>	<b>200,000</b>		-	-	n/a
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<b>303 LOCAL DRAINAGE</b>	<b>790</b>	<b>2,028,393</b>	<b>2,028,393</b>	<b>790</b>	<b>3,500</b>	<b>4,290</b>	<b>0%</b>
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<b>304 LOCAL DRAIN. NON-AB1600</b>	<b>2,656</b>	<b>191,868</b>	<b>191,868</b>	<b>2,656</b>	-	<b>2,656</b>	<b>1%</b>
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<b>305 OFF STREET PARKING</b>		<b>3,986</b>	<b>3,986</b>			-	n/a
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<b>309 TRAFFIC MITIGATION</b>	<b>3,054</b>	<b>936,333</b>	<b>936,333</b>	<b>3,054</b>	<b>349,999</b>	<b>353,053</b>	<b>38%</b>
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<b>311 POLICE MITIGATION</b>	<b>554</b>	<b>1,206,645</b>	<b>1,206,645</b>	<b>554</b>	<b>20,000</b>	<b>20,554</b>	<b>2%</b>
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<b>313 FIRE MITIGATION</b>	<b>129</b>	<b>401,545</b>	<b>401,545</b>	<b>129</b>	-	<b>129</b>	<b>0%</b>
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<b>317 RDA BUSINESS ASSISTANCE</b>	<b>5,846,462</b>	<b>27,346,151</b>	<b>27,346,151</b>	<b>5,846,462</b>	<b>7,682,490</b>	<b>13,528,952</b>	<b>49%</b>
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<b>327/328 RDA HOUSING</b>	<b>3,120,593</b>	<b>4,592,332</b>	<b>4,592,332</b>	<b>3,120,593</b>	<b>250,459</b>	<b>3,371,052</b>	<b>73%</b>
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<b>346 PUBLIC FAC.NON AB1600</b>	<b>136</b>	<b>9,808,000</b>	<b>9,808,000</b>	<b>136</b>	-	<b>136</b>	<b>0%</b>
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<b>347 PUBLIC FACILITIES</b>	<b>7,283</b>	<b>831,229</b>	<b>831,229</b>	<b>7,283</b>	<b>952,959</b>	<b>960,242</b>	<b>116%</b>
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<b>348 LIBRARY IMPACT</b>	<b>19</b>	<b>225</b>	<b>225</b>	<b>19</b>	-	<b>19</b>	<b>8%</b>
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<b>350 UNDERGROUNDING</b>	<b>36</b>	<b>190,437</b>	<b>190,437</b>	<b>36</b>	-	<b>36</b>	<b>0%</b>
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<b>TOTAL CAPITAL PROJECTS FUNDS</b>	<b>8,985,426</b>	<b>49,307,440</b>	<b>49,307,440</b>	<b>8,985,426</b>	<b>9,371,091</b>	<b>18,356,517</b>	<b>37%</b>
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City of Morgan Hill  
Year to Date Expenses - Fiscal Year 2003/04  
For the Month of July 2003  
8% of Year Completed

FUND NO.	FUND/ACTIVITY	THIS MONTH ACTUAL EXPENSES	ADOPTED BUDGET	AMENDED BUDGET	YTD EXPENSES	OUTSTANDING ENCUMBRANCE	TOTAL ALLOCATED	PERCENT OF TOTAL TO BUDGET
<b>DEBT SERVICE FUNDS</b>								
527	HIDDEN CREEK A.D.	-	-	-	-	-	-	n/a
536	ENCINO HILLS A.D.	-	-	-	-	-	-	n/a
539	MORGAN HILL BUS. PARK A.D.	-	-	-	-	-	-	n/a
542	SUTTER BUS. PARK A.D.	-	-	-	-	-	-	n/a
545	COCHRANE BUS. PARK A.D.	801	195,805	195,805	801	-	801	0%
551	JOLEEN WAY A.D.	774	40,540	40,540	774	-	774	2%
<b>TOTAL DEBT SERVICE FUNDS</b>		<b>1,575</b>	<b>236,345</b>	<b>236,345</b>	<b>1,575</b>	<b>-</b>	<b>1,575</b>	<b>1%</b>
<b>ENTERPRISE FUNDS</b>								
<b>SEWER</b>								
640	SEWER OPERATION	134,883	7,418,125	7,418,125	134,883	97,145	232,028	3%
641	CAPITAL EXPANSION	4,100	3,576,249	3,576,249	4,100	121,448	125,548	4%
642	SEWER RATE STABILIZATION	197	2,369	2,369	197	-	197	8%
643	SEWER-CAPITAL PROJECTS	<u>7,739</u>	<u>437,843</u>	<u>437,843</u>	<u>7,739</u>	<u>329,285</u>	<u>337,024</u>	<u>77%</u>
<b>TOTAL SEWER FUND(S)</b>		<b>146,919</b>	<b>11,434,586</b>	<b>11,434,586</b>	<b>146,919</b>	<b>547,878</b>	<b>694,797</b>	<b>6%</b>
<b>WATER</b>								
	Water Operations Division	279,170	6,213,247	6,213,247	279,170	539,222	818,392	13%
	Meter Reading/Repair	24,396	637,156	637,156	24,396	123,718	148,114	23%
	Utility Billing	20,378	391,570	391,570	20,378	23,193	43,571	11%
	Water Conservation	<u>99</u>	<u>8,213</u>	<u>8,213</u>	<u>99</u>	<u>-</u>	<u>99</u>	<u>1%</u>
650	WATER OPERATIONS	324,043	7,250,186	7,250,186	324,043	686,133	1,010,176	14%
651	CAPITAL EXPANSION	20,710	1,546,253	1,546,253	20,710	1,119,645	1,140,355	74%
652	WATER RATE STABILIZATION	70,879	850,551	850,551	70,879	-	70,879	8%
653	WATER-CAPITAL PROJECTS	<u>8,100</u>	<u>2,158,239</u>	<u>2,158,239</u>	<u>8,100</u>	<u>231,831</u>	<u>239,931</u>	<u>11%</u>
<b>TOTAL WATER FUND(S)</b>		<b>423,732</b>	<b>11,805,229</b>	<b>11,805,229</b>	<b>423,732</b>	<b>2,037,609</b>	<b>2,461,341</b>	<b>21%</b>
<b>TOTAL ENTERPRISE FUNDS</b>		<b>570,651</b>	<b>23,239,815</b>	<b>23,239,815</b>	<b>570,651</b>	<b>2,585,487</b>	<b>3,156,138</b>	<b>14%</b>
<b>INTERNAL SERVICE FUNDS</b>								
730	INFORMATION SERVICES	18,280	245,262	245,262	18,280	191,134	209,414	85%
740	BUILDING MAINTENANCE	14,142	642,029	642,029	14,142	26,247	40,389	6%
745	CIP ENGINEERING	76,985	1,447,120	1,447,120	76,985	108,849	185,834	13%
760	UNEMPLOYMENT	-	30,000	30,000	-	-	-	n/a
770	WORKERS COMPENSATION	83,949	697,200	697,200	83,949	39,000	122,949	18%
790	EQUIPMENT REPLACEMENT	147	251,761	251,761	147	9,117	9,264	4%
793	CORP YARD COMMISSION	6,290	160,005	160,005	6,290	16,830	23,120	14%
795	GEN. LIABILITY INSURANCE	250,772	371,600	371,600	250,772	-	250,772	67%
<b>TOTAL INTERNAL SERVICE FUNDS</b>		<b>450,565</b>	<b>3,844,977</b>	<b>3,844,977</b>	<b>450,565</b>	<b>391,177</b>	<b>841,742</b>	<b>22%</b>
<b>AGENCY FUNDS</b>								
841	MORGAN HILL BUS RANCH I	930	723,706	723,706	930	-	930	0%
842	MORGAN HILL BUS RANCH II	1,138	38,838	38,838	1,138	-	1,138	3%
843	MORGAN HILL BUS RANCH 98	930	871,086	871,086	930	-	930	0%
845	MADRONE BP-TAX EXEMPT	1,177	799,731	799,731	1,177	-	1,177	0%
846	MADRONE BP-TAXABLE	715	172,343	172,343	715	-	715	0%
848	TENNANT AVE BUS PARK AD	-	-	-	-	-	-	n/a
881	POLICE DONATION TRUST	-	-	-	-	-	-	n/a
<b>TOTAL AGENCY FUNDS</b>		<b>4,890</b>	<b>2,605,704</b>	<b>2,605,704</b>	<b>4,890</b>	<b>-</b>	<b>4,890</b>	<b>0%</b>
<b>REPORT TOTAL</b>		<b>11,038,586</b>	<b>103,341,088</b>	<b>103,341,088</b>	<b>11,038,586</b>	<b>13,890,063</b>	<b>24,928,649</b>	<b>24%</b>





YTD INCOME STATEMENT FOR CURRENT AND PRIOR YEAR

	Sewer Operations				Water Operations			
	Budget	YTD	% of Budget	Prior YTD	Budget	YTD	% of Budget	Prior YTD
<b>Operations</b>								
<b>Revenues</b>								
Service Charges	\$ 5,321,460	\$ 423,863	8%	\$ 461,078	\$ 5,738,350	\$ 706,857	12%	\$ 645,520
Meter Install & Service					40,000	10,738	27%	310
Other	113,950	19,674	17%	7,833	894,492	(156,835)	-18%	15,866
<b>Total Operating Revenues</b>	<b>5,435,410</b>	<b>443,537</b>	<b>8%</b>	<b>468,911</b>	<b>6,672,842</b>	<b>560,760</b>	<b>8%</b>	<b>661,696</b>
<b>Expenses</b>								
Operations	4,533,215	(2,058,639)	-45%	271,040	4,750,307	244,378	5%	108,264
Meter Reading/Repair					637,156	24,396	4%	30,859
Utility Billing/Water Conservation					399,783	20,477	5%	19,323
<b>Total Operating Expenses</b>	<b>4,533,215</b>	<b>(2,058,639)</b>	<b>-45%</b>	<b>271,040</b>	<b>5,787,246</b>	<b>289,251</b>	<b>5%</b>	<b>158,446</b>
<b>Operating Income (Loss)</b>	<b>902,195</b>	<b>2,502,176</b>		<b>197,871</b>	<b>885,596</b>	<b>271,509</b>		<b>503,250</b>
<b>Nonoperating revenue (expense)</b>								
Interest Income	51,960	-		-	227,000	108,275	48%	
Interest Expense/Debt Services	(856,625)	(667,145)	78%	(692,799)	(316,806)			
Principal Expense/Debt Services	(1,115,000)	(635,000)	57%	(635,000)	(228,634)			
<b>Total Nonoperating revenue (expense)</b>	<b>(1,919,665)</b>	<b>(1,302,145)</b>		<b>(1,327,799)</b>	<b>(318,440)</b>	<b>108,275</b>		<b>-</b>
Income before operating xfers	(1,017,470)	1,200,031		(1,129,928)	567,156	379,784		503,250
Operating transfers in	-	-		-	173,877	173,877	100%	14,490
Operating transfers (out)	(913,285)	(891,377)	98%	(32,615)	(917,500)	(34,792)	4%	(34,792)
<b>Net Income (Loss)</b>	<b>\$ (1,930,755)</b>	<b>\$ 308,654</b>		<b>\$ (1,162,543)</b>	<b>\$ (176,467)</b>	<b>\$ 518,869</b>		<b>\$ 482,948</b>





**City of Morgan Hill**  
**Balance Sheets - Water and Sewer Funds**  
**July 31, 2003**  
**8% of Year Complete**

	<b>Sewer Operations (640)</b>	<b>Sewer Expansion Stabilization Capital Projects (641-643)</b>	<b>Water Operations (650)</b>	<b>Water Expansion Stabilization Capital Projects (651-653)</b>
<b>ASSETS</b>				
<b>Cash and investments:</b>				
<b>Unrestricted</b>	3,264,792	6,708,683	2,006,823	4,674,316
<b>Restricted <sup>1</sup></b>	3,402,379	4,990,238	390,413	28,551
<b>Accounts Receivable</b>		6,565		
<b>Utility Receivables</b>	677,826		1,071,394	
<b>Less Allowance for Doubtful Accounts</b>	(15,230)		(55,868)	
<b>Notes Receivable <sup>2</sup></b>				
<b>Fixed Assets <sup>3</sup></b>	33,230,110	7,321,152	24,217,670	5,644,681
<b>Total Assets</b>	<u>40,559,877</u>	<u>19,026,638</u>	<u>27,630,432</u>	<u>10,347,548</u>
<b>LIABILITIES</b>				
<b>Accounts Payable and Accrued Liabilities</b>	391,338	204,953	66,260	
<b>Deposits for Water Services &amp; Other Deposits</b>			38,836	
<b>Deferred Revenue <sup>4</sup></b>				
<b>Bonds Payable</b>	25,390,000		6,205,194	
<b>Discount on Bonds and Other Liabilities</b>	(2,157,387)		(1,016,593)	
<b>Accrued Vacation and Comp Time</b>	40,560		64,885	
<b>Total liabilities</b>	<u>23,664,511</u>	<u>204,953</u>	<u>5,358,582</u>	<u>0</u>
<b>FUND EQUITY</b>				
<b>Contributed Capital</b>	7,155,284		13,742,872	
<b>Retained Earnings</b>				
<b>Reserved for:</b>				
<b>Noncurrent water/sewer assets &amp; debt</b>	9,956,937	7,321,152	18,964,185	5,644,680
<b>Encumbrances</b>	97,145	450,733	686,133	1,351,476
<b>Notes Receivable</b>		0		
<b>Restricted Cash</b>	3,402,379		390,413	
<b>Total Reserved Retained Earnings</b>	13,456,461	7,771,885	20,040,731	6,996,156
<b>Unreserved Retained Earnings</b>	3,438,905	11,049,800	2,231,119	3,351,392
<b>Total Fund Equity</b>	<u>16,895,366</u>	<u>18,821,685</u>	<u>22,271,850</u>	<u>10,347,548</u>
<b>Total Liabilities and Fund Equity</b>	<u>40,559,877</u>	<u>19,026,638</u>	<u>27,630,432</u>	<u>10,347,548</u>

<sup>1</sup> Restricted for Bond Reserve requirements and capital expansion.

<sup>2</sup> Includes Note for Sewer Financing Agreements.

<sup>3</sup> Includes Water and Sewer infrastructure and the City's share of the Wastewater treatment plant.

<sup>4</sup> Includes the deferred payment portion of the loans noted above.





**City of Morgan Hill**  
**Balance Sheets for Major Funds - Fiscal Year 2003/04**  
**July 31, 2003**  
**8% of Year Complete**

**ASSETS**

**Cash and investments:**

Unrestricted

Restricted <sup>1</sup>

Accounts Receivable

Utility Receivables (Sewer and Water)

Less Allowance for Doubtful Accounts

Loans and Notes Receivable <sup>2</sup>

Prepaid Expense

Fixed Assets <sup>3</sup>

**Total Assets**

**LIABILITIES**

Accounts Payable and Accrued Liabilities

Deposits for Water Services & Other Deposits

Deferred Revenue <sup>4</sup>

Bonds Payable

Discount on Bonds and Other Liabilities

Accrued Vacation and Comp Time

**Total liabilities**

**FUND EQUITY**

Contributed Capital

Fund Balance / Retained Earnings

Reserved for:

Noncurrent water/sewer assets & debt

Encumbrances

Restricted Cash

RDA properties held for resale

Loans and Notes Receivable

**Total Reserved Fund Equity**

**Designated Fund Equity <sup>5</sup>**

**Unreserved/Undesignated Fund Equity**

**Total Fund Equity**

**Total Liabilities and Fund Equity**

General Fund (Fund 010)	RDA (Fund 317)	L/M Housing (Fund 327/328)	Sewer (Fund 640)	Water (Fund 650)
11,609,006	12,935,236	2,980,757	3,264,792	2,006,823
4,150			3,402,379	390,413
909,245	34,101	9,445		
			677,826	1,071,394
			(15,230)	(55,868)
511,323	2,869,785	22,486,994		
6,093				
	71,049		33,230,110	24,217,670
13,039,817	15,910,171	25,477,196	40,559,877	27,630,432
1,261,455	11,047	10,318	391,338	66,260
22,000	100,000			38,836
513,698	999,969	5,580,985		
			25,390,000	6,205,194
500			(2,157,387)	(1,016,593)
123,769	5,249	2,162	40,560	64,885
1,921,422	1,116,265	5,593,465	23,664,511	5,358,582
			7,155,284	13,742,872
			9,956,937	18,964,185
193,666	7,682,490	250,459	97,145	686,133
	71,049		3,402,379	390,413
	1,869,816	16,906,010		
193,666	9,623,355	17,156,469	13,456,461	20,040,731
3,382,000				
7,542,729	5,170,551	2,727,262	3,438,905	2,231,119
11,118,395	14,793,906	19,883,731	16,895,366	22,271,850
13,039,817	15,910,171	25,477,196	40,559,877	27,630,432

<sup>1</sup> Restricted for Petty Cash use, Bond Reserve requirements and sewer and water capital expansion.

<sup>2</sup> Includes Housing Rehab loans, Financing Agreements for Public Works Fees and loans for several housing and Agency projects.

<sup>3</sup> Includes Water and Sewer infrastructure, the City's share of the Wastewater treatment plant and RDA properties held for resale.

<sup>4</sup> Includes the deferred payment portion of the loans noted above.

<sup>5</sup> Designated for economic uncertainty, emergencies, and Fire Master Plan implementation

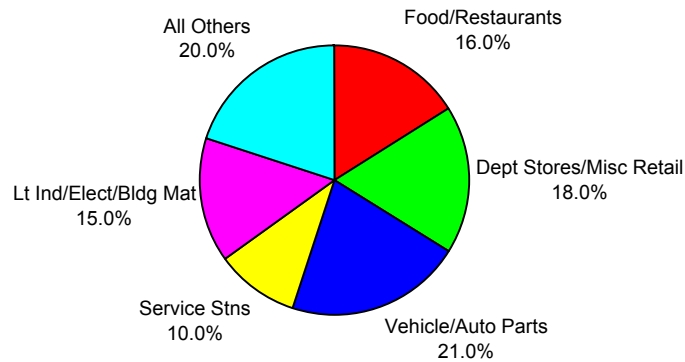




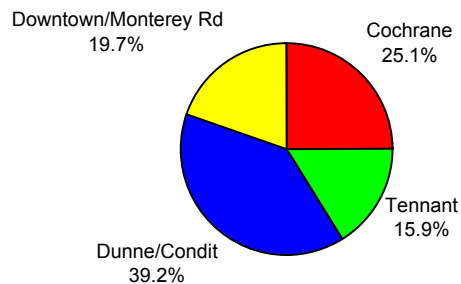
**City of Morgan Hill**  
**Sales Tax Comparison - Fiscal Year 2003/04**  
**For the Month of July 2003**  
**8% of Year Complete**

Month	Amount Collected for Month for Fiscal Year			Amount Collected YTD for Fiscal Year			Comparison of YTD for fiscal years	
	03/04	02/03	01/02	03/04	02/03	01/02	03/04 to 02/03	03/04 to 01/02
July	\$338,300	\$367,600	\$377,700	\$338,300	\$367,600	\$377,700	(29,300)	(39,400)
August		\$447,000	\$503,600		\$814,600	\$881,300		
September		\$361,932	\$437,056		\$1,176,532	\$1,318,356		
October		\$354,915	\$339,000		\$1,531,447	\$1,657,356		
November		\$474,800	\$452,000		\$2,006,247	\$2,109,356		
December		\$384,154	\$538,465		\$2,390,401	\$2,647,821		
January		\$368,600	\$393,900		\$2,759,001	\$3,041,721		
February		\$487,195	\$466,068		\$3,246,196	\$3,507,789		
March		\$225,908	\$351,548		\$3,472,104	\$3,859,337		
April		\$292,698	\$341,042		\$3,764,802	\$4,200,379		
May		\$394,500	\$461,500		\$4,159,302	\$4,661,879		
June		\$502,924	\$275,116		\$4,662,226	\$4,936,995		
<b>Year To Date Totals</b>				<b>\$338,300</b>	<b>\$4,662,226</b>	<b>\$4,936,995</b>		
Sales Tax Budget for Year				\$5,330,000	\$5,300,000	\$4,462,817		
<b>Percent of Budget</b>				<b>6%</b>	<b>88%</b>	<b>111%</b>	<b>-8%</b>	<b>-10%</b>
<b>Percent of increase(decrease)</b>								

**Sales Tax Distribution  
by Business Segment  
Fourth Quarter 2002**



**Sales Distribution  
by Area  
Fourth Quarter 2002**







## **CITY COUNCIL STAFF REPORT**

**MEETING DATE:** *August 20, 2003*

**Agenda Item # 3**

**Prepared By:**

\_\_\_\_\_  
**Senior Planner**

**Approved By:**

\_\_\_\_\_  
**Community  
Development Director**

**Submitted By:**

\_\_\_\_\_  
**City Manager**

### **SUBDIVISION APPLICATION SD 03-02: HALE-GARCIA**

**RECOMMENDED ACTION(S):** Take no action, thereby concurring with the Planning Commission's decision regarding approval of the subdivision map.

#### **EXECUTIVE SUMMARY:**

The applicant is requesting approval of a 12-lot subdivision of a 2.75 acre portion of a 22.43 acre site within the 68-acre Capriano development located on the south side of Tilton Ave., east of Hale Ave. and west of Monterey Rd.

As of May 27, 2003, the Planning Commission awarded 29 allocations for FY 2004-2005 which will be the beginning of Phase V of the project. The proposed subdivision map will incorporate 12 of the allocations. The remaining allotments will be incorporated into a subsequent map.

The project has recorded final maps and has begun construction on 81 of the 82 allotments previously granted to the project. The subdivision map as submitted is in compliance with the RPD plan approved by the City Council in July 2002. The lot sizes and locations are each per the approved RPD.

Section 17.20.110 of the Subdivision Ordinance provides for City Council review of tentative maps which have been approved by the Planning Commission. The Council may schedule a hearing to reconsider the Commission action, or by taking no action, let the Commission's action of approval stand.

This application was reviewed by the Planning Commission at its July 17, 2003, meeting. The Commission voted 7-0, approving the request. The Planning Commission resolution, conditions of approval, and subdivision map are attached. The staff report for the subdivision is attached to the development agreement request within this same agenda.

**FISCAL IMPACT:** None. Filing fees were paid to the City to cover the cost of processing this application.





## **CITY COUNCIL STAFF REPORT**

**MEETING DATE: August 20, 2003**

Agenda Item # 4

Prepared By:

Asst. to the City Mgr.

Submitted By:

City Manager

### **YEAR END REPORT ON 2002-03 Workplan**

#### **RECOMMENDED ACTION:**

**Accept report.**

#### **EXECUTIVE SUMMARY:**

Attached is the year-end report on the Fiscal Year 2002-03 workplan. As you know, the workplan is comprised of special projects undertaken by departments that are beyond regular and routine responsibilities. Several of the high-priority projects identified by Council are included in the workplan, as are major construction projects such as the Community and Cultural Center, the Aquatics Center, and other important capital improvement program projects.

This report documents significant achievements attained by each department in FY 2002-03, which are highlighted in a narrative in Attachment B. Overall, 35% of the 2002-03 workplan projects were completed ahead of schedule or on time. Forty-seven percent of the projects were late, while 18% are on hold.

There are several reasons a project might not have been completed on schedule. In some cases, new priorities or direction emerged which impacted project delivery. This was the case with the design of the Indoor Recreation Center. In addition, fiscal constraints have affected staffing and capital investments. Some budgeted staff positions, such as the Senior Planner, have not been filled with regular staff. Contract workers have filled some vacancies temporarily, as have employees from other departments, as when Human Resources staff have filled a Building Division vacancy. In other cases, however, the positions have not been backfilled and work that the staff would have done has simply gone undone.

Deferred capital investments have affected workplans as well. For example, the planned purchase of new finance and accounting software and the planned installation of the Tidemark permitting software at Public Works both were postponed due to financial constraints. Those deferrals affected workplan items for both Finance and Public Works.

While most projects were not completed on the timeline originally envisioned, the majority were completed. In 2003-04, staff will strive to increase the number of workplan projects completed on time, and will report to the Council quarterly on our progress.

#### **FISCAL IMPACT:**

No budget adjustment required.



## **HIGHLIGHTS FROM THE 2002-03 Workplan**

### **Business Assistance and Housing Services**

Major accomplishments included completion of the Community Playhouse, construction of Phase 1 of the Murphy Ranch affordable housing project, adoption of an economic development strategy and substantial completion of a housing strategy. Staff also supported the Sister City program, which hosted delegations from San Casciano, Italy and Hidalgo, Mexico.

Work continued on the Morgan Hill Courthouse project, though development of the joint master plan was delayed because the County determined it needed to use the entire site for the Courthouse. Although the County will not be master planning the site as originally intended, they will work with the City on establishing linkages to the adjacent northern parcel which is the future home of a City fire station.

Projects on hold are the Monterey Corridor Assistance Program and Mitigation Assistance Programs because the programs were contingent on the completion and approval of the updated Downtown Plan and the Burrowing Owl Plan, respectively. With the recent completion of the Downtown Plan, staff are now implementing key components of the recommendations as well as issuing a Request for Concepts for Downtown. Both of these activities have replaced the development of a specific Monterey Corridor Assistance Plan. We have also determined that the adopted Burrowing Owl program will have limited impact on development and, thus, no mitigation program is warranted at this time.

### **City Clerk's Office**

City Clerk staff conducted a general municipal election, worked with Council members to develop office space for the Council at City Hall, and completed document imaging of historical City documents ahead of schedule.

### **City Manager's Office**

Highlights from the City Manager's Office workplan include support of implementation of recommendations from the development processing study, a training session for board and commission members, work with community groups on resolution of the day laborer issue, the addition of materials to the curbside recycling program, and substantial completion of an information technology management study.

Work continues on efforts to improve relationships between the City and schools, to support the Health Foundation in meeting the Council's objectives, and development of a facilities management study.

### **Community Development: Building Division**

Over the course of the year the Building Division worked to improve customer services by issuing more permits over the counter and improving communication with departments and consultants.



Training of staff was delayed due to staff vacancies. A joint project to develop a facilities management program was delayed as staff worked on other emerging priorities.

### **Community Development: Planning Division**

The Division completed an update of the Downtown Plan, developed a draft Murphy Avenue Corridor study, and developed a South County joint policy plan update strategy.

Work began on the urban limit line study, and substantial work was completed on amendments to Measure P. The proposed amendments are to be submitted to the voters for approval in March 2004.

Projects postponed to the 2003-04 workplan include the update of the cultural resources preservation ordinance and studies related to Highway 101 expansion. Staffing limitations resulting from the unfilled Senior Planner position impacted both projects. The development of new boat, trailer and RV parking and storage regulations is on hold indefinitely due to budget constraints.

### **Finance**

Finance Department staff made progress on updating several administrative procedures regarding financial activities, made arrangements to prepare the City's financial statements in compliance with GASB 34, and conducted a business license audit. Staff evaluated and recommended a new financial and accounting system, but the purchase was delayed due to financial constraints.

### **Human Resources**

Highlights from the Human Resources Division include the implementation of new employee recognition events, the continuation of the Employee Recruitment and Retention Committee, and the installation of Human Resources information system software. Projects to revise temporary employee policies and provide additional training for each employee were delayed due to the tightening of resources, however, training hours per employee were increased during the fiscal year.

In addition, projects to adopt new personnel rules and regulations, compile an employee yearbook, and revise the performance evaluation form and process were deferred. This was necessary because some HR staff were assigned to other departments and remaining staff needed to focus more time on benefit issues.

### **IT Management**

Major accomplishments for the City's IT Management function were the installation of the Microsoft Office suite, updates to the City website, the development of a City Computer Users Group, and the purchase of IT management software. The creation of an e-government strategic plan was deferred due to budgetary constraints.

### **Police**

In the past year the Police Department has selected a site and made significant progress on the design of a new police facility. In addition, a second School Resource Officer was deployed, and work progressed on County communications compatibility projects. A strategy to clear U.C.R. Part 1 crimes was implemented ahead of schedule, and the department reviewed police response times.



A new animal control vehicle was purchased, but alternate approaches to animal control were not explored, as adjacent agencies were uninterested in using a multi-jurisdictional approach to animal control. Upgrading the Department's radio infrastructure is on hold due to the pending relocation of the communications center to the new police facility.

### **Public Works**

In FY 2002-03 the Department supervised construction of the Community and Cultural Center, the Community Playhouse, and the Edmundson reservoir. The department also submitted the Storm Water II NPDES Permit to the Regional Water Quality Control District.

Design of the Indoor Recreation Center did not occur on the original timeline due to changes in the project scope by the Council. Implementation of the Tidemark permit processing software at Public Works was deferred due to financial constraints, which also affected the department's ability to implement recommendations from the Development Processing Services Study conducted in 2002. Consideration of an assessment district for park and median maintenance is on hold pending the Finance and Audit Committee's consideration of new revenue sources.

### **Recreation**

Recreation staff made a major transition, hiring staff and moving to the Community Center in November 2002. The department hosted Art à la Carte at the Community Center, and participated in the second round of the Proposition 14 grant application process.

Staff worked on the design of the Aquatics Complex, and though the timeline in the workplan has slipped because negotiation of the architectural agreement took longer than anticipated, the Complex is still expected to open in May 2004. The design of a permanent skate and BMX park is on hold pending the identification of construction funds.





## ***CITY COUNCIL STAFF REPORT***

***MEETING DATE: August 20, 2003***

### **GROUND LANDSCAPE MAINTENANCE SERVICES FOR THE COMMUNITY AND CULTURAL CENTER**

#### **RECOMMENDED ACTION(S):**

1. Approve one year extension to the agreement with Flora Terra Landscape Maintenance for ground landscape services for the Community & Cultural Center, Gavilan College, and Morgan Hill Playhouse in the amount of \$37,543.62

2. Authorize the City Manager to execute the attached agreement on behalf of the City.

#### **EXECUTIVE SUMMARY:**

Staff has been satisfied with the work of Flora Terra Landscape Maintenance and recommends the option to extend the agreement for one year based on the quality of service being provided and the extension of current rates.

**FISCAL IMPACT:** The total cost of the agreement is \$37,543.62. Funding exists in the FY03-04 budget under Building Maintenance – Community and Cultural Center.

**Agenda Item # 5**

**Prepared By:**

**Management Analyst**

**Approved By:**

**Department Director**

**Submitted By:**

**City Manager**





**CITY COUNCIL STAFF REPORT**  
**MEETING DATE: August 20, 2003**

**APPROVAL OF PROFESSIONAL SERVICES CONTRACT  
FOR THE BUTTERFIELD BLVD. NORTH CONNECTION  
FEASIBILITY STUDY**

**RECOMMENDED ACTION:** Authorize the City Manager, subject to City Attorney review and approval, to execute the City's standard professional services agreement with **Fehr and Peers** to study alignment and rail crossing alternatives for the northerly segment of Butterfield Blvd for a fee not to exceed \$66,824.

**EXECUTIVE SUMMARY:** The Circulation Element of the City's General Plan calls for a special study to evaluate alternatives for connecting Butterfield Blvd. to Monterey Road and for connecting Monterey Road to the Santa Teresa corridor at the north end of the City. Staff feels now is the time to undertake such a study due to recent actions involving the proposed Madrone Parkway crossing of the Union Pacific Railroad (UPRR) track.

At its April 23, 2003 meeting, the Council directed staff to withdraw an application to the California Public Utilities Commission (PUC) for the construction of an at-grade crossing of Madrone Parkway over the UPRR track. That crossing along with the continuation of Madrone Parkway westerly to Hale Avenue would have accomplished the northerly connection of Butterfield Blvd. to the Santa Teresa corridor. However, with UPRR strongly opposed to the Madrone Parkway at-grade crossing and the PUC expressing their view that more analysis was needed, it became apparent to staff that approval of the application was unlikely.

The proposed Fehr and Peers study will provide the City with a look at alternatives for establishing a major east-west thoroughfare across the UPRR track at the north end of the City that would connect Butterfield Blvd. with Santa Teresa corridor. Various locations of such a thoroughfare as well as at-grade vs. grade separation analysis will be studied. Specifically, the study will include the following:

1) Collect and compile existing data, including recent expressway studies, 2) Conduct traffic counts and evaluate existing traffic conditions, 3) Develop future demand forecasts, 4) Develop a list of potential crossing locations taking into consideration existing and future traffic patterns, design criteria, and civil engineering and/or environmental constraints, and 5) Evaluate the feasibility of an at-grade vs. a grade separated crossing. In addition to the above, Fehr and Peers will prepare concept plans and probable construction costs. The study when complete will provide valuable information in assisting the City with a decision on connecting the Butterfield Blvd. corridor with the Santa Teresa corridor.

**FISCAL IMPACT:** The proposed study of the Butterfield Blvd. north connection to the Santa Teresa corridor has been budgeted in the current CIP program and the fee of \$66,824 will be funded by Project No. 501093, Plan Line Major Streets.

Agenda Item # 6

Prepared By:

Deputy Director PW

Approved By:

Department Director

Submitted By:

City Manager





## **CITY COUNCIL STAFF REPORT**

**MEETING DATE:** *August 20, 2003*

### **VALUE ENGINEERING CHANGE ORDERS FOR THE AQUATICS CENTER**

**RECOMMENDED ACTION(S):** *Information only*

**EXECUTIVE SUMMARY:** At the July 16<sup>th</sup> meeting, City Council awarded contracts for construction of the Aquatics Center to Gonsalves and Stronck (General Contractor) and California Commercial Pools (pool subcontractor). At that time, staff was directed to pursue opportunities for cost savings by value engineering and deferring project components in order to increase the available funds for additive alternates as well as construction contingency. The amount required for the preferred alternates (#1-deep competition pool, #2-sprayground, #3-six lane instructional pool and #6-integral colored concrete pool deck) and a 5% contingency is estimated at \$550,000. The contractors have been cooperating with our construction manager to develop a list of 103 items totaling over \$1,000,000 in possible construction cost savings. Staff and our Council subcommittee have reviewed the list and accepted the attached 51 items along with their estimated credit amounts. These are estimated amounts until such time as the construction documents are modified by the design team and the contractor is asked to formally price the items. Staff will then complete final negotiations with the Contractors. Final pricing credits will vary based on the design revisions; however, we are confident that the total change order credits will be approximately \$500,000 for this "first" effort. Staff and the Council subcommittee are currently analyzing the remaining items from the original list, as well as other possible options, and will report back as to Council.

**FISCAL IMPACT:** The current total project budget of \$13,900,000 requires no additional funding. This \$500,000 in value engineering credits will fund the preferred alternates, which total approximately \$432,000. In addition, the construction contingency will increase by approximately \$68,000 from \$315,537 (3.6% of base award) to approximately \$384,000 (4.4% of base bid award).

**Agenda Item # 7**

**Prepared By:**

**Project Manager**

**Approved By:**

**Public Works Director**

**Submitted By:**

**City Manager**





## ***CITY COUNCIL STAFF REPORT***

***MEETING DATE: August 20, 2003***

### **RESIDENTIAL DEVELOPMENT CONTROL SYSTEM (RDCS) 2003 QUARTERLY REPORT #2**

#### **RECOMMENDED ACTION(S):**

Accept and File the RDCS Second Quarter Report for 2003

#### **EXECUTIVE SUMMARY:**

In accordance with Section 18.78.150 of the Municipal Code, the Community Development Department is required to review, on a quarterly basis, each proposed development which has received a Residential Development Control System (RDCS) allotment. The purpose of this review is to determine whether satisfactory progress is being made with processing of the appropriate plans with the Community Development Department.

The majority of the residential projects are proceeding according to approved development schedules. The following project is classified as BEHIND SCHEDULE: Hale-Garcia (MP-01-04). Hale-Garcia has revised their building plans and is scheduled to go before the Architectural Review Board on August 21, 2003. Once the ARB approves the amendment, revised building plans will be submitted to the Building Division for plan check. The developer plans to pull building permits by September 30, 2003. The next deadline for this project is to commence construction by June 30, 2004.

During the first quarter monitoring period, RDCS/Measure "P" projects have secured 64 additional building permits and completed construction of 43 homes.

As of this quarterly report, the projected population for the City of Morgan Hill, based on all dwelling units allocated to date, will be 37,589.

By a vote of 7-0, the Commission approved the Quarterly Report by minute action and recommended the same by the Council. A copy of the 2nd Quarterly Report for 2003 and the draft minutes of the July 22, 2003 Planning Commission meeting are attached for the Council's reference.

#### **FISCAL IMPACT:**

Preparation of this report was accomplished with monies from the Community Development Fund.

**Agenda Item # 8**

**Prepared By:**

**Planning Technician**

**Approved By:**

**Community  
Development Director**

**Submitted By:**

**City Manager**





## ***CITY COUNCIL STAFF REPORT***

***MEETING DATE: August 20, 2003***

**Agenda Item # 9**

**Prepared By:**

\_\_\_\_\_  
**HR Director**

**Submitted By:**

\_\_\_\_\_  
**City Manager**

### **TITLE      APPROVAL OF RESOLUTION PROVIDING COMPENSATION FOR CITY OF MORGAN HILL MANAGEMENT AND CONFIDENTIAL EMPLOYEES**

#### **RECOMMENDED ACTIONS:**

1.      Adopt Management Resolution.

#### **EXECUTIVE SUMMARY:**

Compensation and benefit changes for those employees covered by the City's various MOUs have been agreed upon and submitted to Council for approval for fiscal year 2003-04. At this time it is appropriate to adopt a resolution containing the compensation and benefits for management and confidential employees. The attached management resolution contains very little change from fiscal year 2002-03. Like all other City employees, management and confidential employees will not receive a salary increase for fiscal year 03-04. Administrative leave for management employees was increased by 9 hours and a one-time bank of 16 hours of administrative leave was granted to management and confidential employees for this fiscal year.

Unlike years past, this resolution does not include proposed changes for unrepresented employees. Those employees are either now members of the AFSCME employee group, inactive, or part-time temporary employees with no benefits.

The total compensation package offered to management and confidential employees is fiscally prudent and strikes a balance between employee retention and fiscal responsibility in these difficult economic times.

#### **FISCAL IMPACT:**

The fiscal impact of this resolution falls within the City Council's parameters.



## RESOLUTION NO.

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORGAN HILL ADOPTING SELECTED SALARY RANGES AND JOB TITLES FOR MANAGEMENT, PROFESSIONAL AND CONFIDENTIAL EMPLOYEES. THIS RESOLUTION RESCINDS RESOLUTION .**

WHEREAS, the City Manager has presented to the City Council of the City of Morgan Hill a recommended set of salary ranges and benefits for the Management, Professional and Confidential employees; and

WHEREAS, the City Council of the City of Morgan Hill has reviewed said recommendations;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Morgan Hill as follows:

#### **SECTION 1 — SALARY RANGES**

- A. These separate salary ranges are hereby established effective June 22, 2003 and reflect no increase over the ranges established in the previous fiscal year of 02-03.

Group 1-A and 1-B base salary ranges include the 7% employee PERS contribution which is deducted from payroll.

Group 1-C base salary ranges do not include the 7% employee PERS contribution, however, the City will report the value of employer paid member contributions to CalPERS as additional compensation.

<b>JOB CLASSIFICATION</b>	<b>SALARY RANGE</b>		
<b>Executive Management - Group 1-A</b>	<b>Bottom</b>	<b>Top</b>	<b>Performance Pay</b>
Chief of Police	\$8,995	\$11,245	\$11,525
Director of Business Assistance & Housing Services	\$8,830	\$11,040	\$11,315
Director of Community Development	\$8,830	\$11,040	\$11,315
Director of Finance	\$8,830	\$11,040	\$11,315
Director of Public Works/City Engineer	\$8,830	\$11,040	\$11,315
Human Resources Director	\$8,830	\$11,040	\$11,315
Recreation and Community Services Manager	\$7,615	\$9,520	\$9,760
Assistant to the City Manager	\$7,615	\$9,520	\$9,760
Council Services and Records Manager	\$6,730	\$8,410	\$8,620
<b>Middle Management - Group 1-B</b>	<b>Bottom</b>	<b>Top</b>	<b>Performance Pay</b>
Deputy Director of Public Works	\$7,615	\$9,520	\$9,760
Police Lieutenant	\$7,235	\$9,045	\$9,275
Assistant City Attorney	\$6,730	\$8,410	\$8,620



Assistant Director of Finance	\$6,730	\$8,410	\$8,620
Chief Building Official	\$6,730	\$8,410	\$8,620
Human Resources Supervisor	\$6,730	\$8,410	\$8,620
Planning Manager	\$6,730	\$8,410	\$8,620
Senior Civil Engineer	\$6,730	\$8,410	\$8,620
Senior Project Manager/Community Buildings	\$6,730	\$8,410	\$8,620
Budget Manager	\$5,800	\$7,250	\$7,430
Business Assistance and Housing Services Manager	\$5,800	\$7,250	\$7,430
Police Support Services Supervisor	\$5,800	\$7,250	\$7,430
Senior Planner	\$5,800	\$7,250	\$7,430
Project Manager	\$5,800	\$7,250	\$7,430
Utility Systems Manager	\$5,800	\$7,250	\$7,430
Recreation Supervisor	\$4,880	\$6,100	\$6,250
Secretary to the City Manager	\$4,205	\$5,260	\$5,390
<b>Confidential Non-Exempt Employees - Group 1-C</b>	<b>Bottom</b>	<b>Top</b>	<b>Performance Pay</b>
Administrative Analyst	\$4,450	\$5,565	\$5,705
Secretary to the City Attorney	\$4,205	\$5,260	\$5,390
Accounting Technician	\$3,730	\$4,660	\$4,775
Human Resources Assistant	\$2,835	\$3,545	\$3,635

## **SECTION 2 — ESTABLISHMENT OF COMPENSATION GROUPS 1-A-B-C**

- A. The City Manager will establish the monthly compensation for the classifications in Section 1-A within the prescribed ranges and may adjust the level of compensation during the year within the prescribed range. The City Manager has the authority to increase the monthly compensation for employees in Section 1-A by a maximum of 10% each fiscal year based on each executive manager's performance.
- B. Each Department Director will recommend to the City Manager the proposed monthly salary to be paid to each of the employees whose classification appears in Section 1-B or 1-C. Upon approval of the City Manager, the monthly salary will be set within the prescribed range for each classification. The City Manager has the authority to increase the monthly compensation for employees in Section 1-B and C, by a maximum of 10% each fiscal year based on each individual employee's performance.
- C. For employees listed in Sections 1-A, 1-B, and 1-C, the last 2.5% of the salary range has been designated as performance bonus pay. Employees are eligible to have their base salary set in the last 2.5% of their respective range provided they have progressed to the end of their salary range and receive and maintain above average performance as identified by their performance evaluation. The criteria for an above average performance evaluation are as follows: at least half of the rating factors must be scored at the "exceeds expectations" level and no more than one rating factor can be scored at the "not satisfactory" level.
- D. The City will contribute to a City-sponsored IRS 457 deferred compensation program of the employee's choice according to the following schedule:
 

3% of base salary per pay period for employees who have been employed with



the City for up to four years

4% of base salary per pay period for employees who have been employed with the City from four to eight years

5% of base salary per pay period for employees who have been employed with the City for over eight years

**SECTION 3 – CONTRIBUTION TO THE PERS RETIREMENT SYSTEM, GROUPS 1-A, B, C**

- A. Non-Safety employees listed in Sections 1-A, 1-B, and 1-C will receive PERS retirement benefits under the 2% at 55 plan.
- B. Safety employees listed in Sections 1-A and 1-B, will receive PERS retirement benefits under the 3% at 50 plan.

**SECTION 4 – HEALTH CARE CONTRIBUTIONS AND IRS 125 PLAN, GROUPS 1-A, B, C**

**A. City Health Insurance Contributions**

Effective 12/29/03, the City's Health Care Allowance will be:

For family health care allowance, City will pay 90% of the total cost of the lowest cost PEMHCA medical plan, plus dental

For employee plus one dependent, City will pay 96.5% of the total cost of the lowest cost PEMHCA medical plan, plus dental

Medical and/or dental in-lieu pay and employee only medical coverage will be \$610 per month

- B. Employees listed in Sections 1-A, B and C who do not use their full health allowance may use their surplus amount for optional benefits such as cancer or heart/stroke insurance premiums, or for participating in medical reimbursement or dependent care expense accounts. If employees do not use their surplus for optional benefits, it will be added to their salary as taxable income.
- C. The City will continue to offer an IRS 125 program.

**SECTION 5 – GENERAL BENEFIT PROVISIONS, GROUPS 1-A, B AND C**

**A. Sick Leave Accrual**

- 1. Sick Leave credit for employees will be accumulated on the basis of eight hours of sick leave per month. (96 hours per year)
- 2. The City will, at the end of each calendar year, pay each employee twenty-five (25%) percent of the unused sick leave earned that year unless the employee requests not to receive such a payment.
- 3. The balance of the unused sick leave will then be accumulated on an unlimited basis.
- 4. Upon retirement, 100% of the employee's unused sick leave balance will be credited



to the employee's retirement eligibility. This amount would then be converted into time in service and added to the employee's retirement eligibility. (Reference - City contract with PERS, Section 20862.8)

5. Each employee may take 16 hours of personal leave time during the fiscal year which is charged against the current year's sick leave accrual.

**B. Holidays**

1. The City will grant the following paid holidays to employees listed in Sections 1-A, B and C:

New Year's Day  
Martin Luther King, Jr. Day  
President's Day  
Cesar Chavez Day  
Memorial Day  
Independence Day  
Labor Day  
Thanksgiving Day  
Day after Thanksgiving  
Christmas Eve  
Christmas Day  
One-half day holiday to be observed on either December 22, 2003 or December 31, 2003  
Two floating holidays (These two floating holidays must be used during the fiscal year)

Holidays are worth eight (8) hours of time off; employees on alternate work schedules must use additional leave balances to receive full pay on a holiday.

2. With the approval of the employee's supervisor, employees may "float" holidays to another day within the same fiscal year provided they work on the holiday.

**C. Vacation Leave Accrual**

1. Each employee listed in Sections 1-A, B and C will be credited vacation on the basis of 120 hours per year for the first five (5) years of City service. After five (5) years of service, vacation will be credited on the basis of 160 hours per year.
2. The maximum accumulation of vacation will be no more than that earned for two years.
3. Additional vacation accrual will not be provided until the employee's vacation balance drops below the maximum accrual limit.
4. Employees listed in Sections 1-A, B and C may cash out up to 80 hours of accrued vacation or administrative leave per fiscal year.

**C. Administrative Leave, Groups 1-A and 1-B and 1-C**

1. Employees listed in Sections 1-A and 1-B receive and may use up to 72 hours administrative leave with pay per fiscal year.



2. Administrative leave time for employees in groups 1-A and B will be available for one additional year if not used in the fiscal year that it was initially available. If, however, the administrative leave time that was carried over to the following fiscal year is not used during the second year, it will be lost at the end of the second fiscal year. In effect, the maximum amount of administrative leave time that may be available to an employee at any given time is 144 hours.
3. Per Section 5.C.4, employees may cash out up to 80 hours of accrued administrative leave per fiscal year.
4. For fiscal year 03-04 only, employees in groups 1-A, B & C will receive an additional one-time bank of 16 hours of administrative leave to recognize the extra demands placed on the organization during the economic downturn.

**E. Professional Development**

1. It shall be the philosophy of the City to encourage employees to attend classes, seminars, conferences, etc. which will enable the employee to develop professionally. Such attendance must be approved by the Department Director and the City Manager. The City may request employees who complete such a course to report or train other employees in the skills they have attained.
2. **Tuition Reimbursement Program**  
Employees listed in Sections 1-A, B and C are eligible to receive tuition reimbursement of up to \$1000 per fiscal year for the cost of books and tuition for classes or courses beneficial to the employee's career development. All classes must be approved in advance by the Department Director or City Manager. Reimbursement will take place upon a successful completion or passing of the course.
3. **Membership Dues** — For employees listed in Sections 1-A and 1-B, the City shall provide a personal membership dues reimbursement of up to \$250.00 per fiscal year for costs associated with joining and participating in Morgan Hill community service organizations such as Rotary, Kiwanis, or Chamber of Commerce. Reimbursement of membership dues for community service organization other than those listed above requires the prior approval of the City Manager.

**F. Life and Disability Insurance**

1. The City shall pay the premiums for short-term disability, long-term disability and life insurance plans.
  - a. Life insurance levels shall be as follows for the employees listed in Section 1:

Section 1-A	\$ 250,000
Section 1-B	\$ 150,000
Section 1-C	\$ 75,000
  - b. Short-term disability coverage for employees in Sections 1-A, B and C shall be at the maximum rate of \$925 per week based on 66 2/3% of the actual weekly salary after an eight-day elimination period.
  - c. Long-term disability coverage for employees in Sections 1-A, B and C shall be at the maximum rate of \$6,000.00 per month based on 66 2/3% of the actual monthly salary after a 60-day elimination period.

**G. Retirement Medical Plan**

1. Employees listed in Sections 1-A, B, and C may continue enrollment in the City's



medical plans upon retirement. Such enrollment will be contingent upon the employee meeting the requirements of the medical plan and paying the monthly premium to PERS at the employee's expense. It will be the employee's responsibility to make sure the insurance premium is paid to PERS before the due date. **Failure to do so will result in the employee being terminated from their medical coverage.**

**H.     Safety Employee Uniform Allowance**

Safety employees in Groups 1-A and B will be eligible for the following uniform allowance:

Chief of Police and Police Captain	\$860.00
Police Support Services Supervisor	\$510.00

**I.     Work Schedule**

The City Manager will establish the standard work schedule for employees listed in Sections 1-A, B and C. Based on the needs of the City, the City Manager may, at his/her discretion, change the work schedules of employees at any time.

**SECTION 6 – EFFECTIVE DATE**

This resolution shall be effective June 22, 2003. Compensation shall be made available to only those employees covered by this section who are still employed as a full-time management or confidential employee with the City as of the effective date of this agreement.

**PASSED AND ADOPTED** by the City Council of Morgan Hill at a Regular Meeting held on the 20<sup>th</sup> Day of August, 2003, by the following vote.

**AYES:           COUNCIL MEMBERS:**  
**NOES:          COUNCIL MEMBERS:**  
**ABSTAIN:      COUNCIL MEMBERS:**  
**ABSENT:       COUNCIL MEMBERS:**

**☛   CERTIFICATION   ☛**

**I, IRMA TORREZ, CITY CLERK OF THE CITY OF MORGAN HILL, CALIFORNIA,** do hereby certify that the foregoing is a true and correct copy of Resolution No. , adopted by the City Council at a Regular Meeting held on August 20, 2003.

**WITNESS MY HAND AND THE SEAL OF THE CITY OF MORGAN HILL.**

**DATE:** \_\_\_\_\_

\_\_\_\_\_  
**IRMA TORREZ, City Clerk**





## ***CITY COUNCIL STAFF REPORT***

***MEETING DATE: August 20, 2003***

### **APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH POLICE OFFICERS ASSOCIATION (POA)**

#### **RECOMMENDED ACTION:**

**Approve** three-year memorandum of understanding with POA.

#### **EXECUTIVE SUMMARY:**

Following City Council's authorization on March 19, 2003, the City of Morgan Hill's negotiating team met with each of the City's bargaining units. Working within the negotiating framework assigned by the Council, a new labor contract has been approved by POA. A summary of the major components of the new contract is provided in Attachment A.

The total compensation package offered to POA employees is fiscally prudent. Staff believes the contract satisfies the Council's desire to strike a balance between employee retention and fiscal responsibility.

#### **FISCAL IMPACT:**

The fiscal impact of this contract falls within the City Council's parameters.

#### **LIST OF ATTACHMENTS:**

##### **ATTACHMENT A:**

Major Components of POA Contract

**Agenda Item # 10**

**Prepared By:**

\_\_\_\_\_  
**Administrative Analyst**

**Approved By:**

\_\_\_\_\_  
**(Department Director)**

**Submitted By:**

\_\_\_\_\_  
**City Manager**



## **ATTACHMENT A POA**

### **Three Year Agreement**

#### *Fiscal Year 2003-04*

- No salary increase.
- Long Term Care insurance effective 1/1/04.
- Health allowance to increase in the pay period beginning 12/29/03 according to the following formulas:
  - For family health care allowance, City will pay 90% of the lowest cost PEMHCA and dental insurance premiums.
  - For employee plus one dependent, City will pay 96.5% of the lowest cost PEMHCA and dental insurance premiums.
  - Medical and/or dental in-lieu and employee only coverage will be frozen at its current rate of \$610.
- \$5.00 per month increase in uniform allowance.

#### *Fiscal Year 2004-05*

- 2% salary increase in the pay period beginning 6/20/04.
- 3% salary increase in the pay period beginning 12/26/04.
- Trial period for shift rotation.

#### *Fiscal Year 2005-06*

- 2.5% salary increase effective 6/26/05.
- 2.5% salary increase effective 12/25/05.





## **CITY COUNCIL STAFF REPORT**

**MEETING DATE: AUGUST 20, 2003**

**TITLE: IMPACT OF STATE BUDGET**

### **RECOMMENDED ACTION(S):**

**1) Receive and File**

### **EXECUTIVE SUMMARY:**

The Governor has signed the State Budget for the current fiscal year and it has some adverse impacts on the City's budget over and above what staff had anticipated in June when the City Council adopted the City Budget.

Specifically, it now looks like the General Fund will lose about \$400,000 in revenue because of a three month gap in the implementation of new higher motor vehicle license fees (during that 3 month gap, the State will no longer "back-fill" cities and counties for lost revenue caused by the tax cut of a couple of years ago...that has now been reversed). There are slight revenue increases due to POST and booking fee reimbursements (see Exhibit A).

In addition, the Redevelopment Agency will lose about \$1.0 million in tax increment revenue next year.

Staff recommends that the City not make any immediate budget adjustments. However, we are recommending the continuation of the hiring freeze and efforts to save money whenever possible. Staff will develop a five year plan, to bring the budget into balance with the revenue available, and hope to present it to City Council by January 2004. Staff will continue with Council's commitment to approaching the long range budget problem thoughtfully and in a planned way so that community services are not drastically impacted and that employee positions are not eliminated.

### **FISCAL IMPACT:**

For FY 03/04, a \$355,000 revenue shortfall is expected in the General Fund, and a \$1.0 million shortfall is expected in the RDA Fund.

**Agenda Item # 11**

**Prepared By:**

**Chu Thai**

**Submitted By:**

**City Manager**



**EXHIBIT A****Proposed State Budget Effects on Morgan Hill (FY 2003/04)**

	<u>(LOSS) GAIN</u>	<u>ONGOING or 1-TIME?</u>
<b><u>GENERAL FUND:</u></b>		
Vehicle License Fee 3 Month Backfill Loss	(394,000)	1-time
Lost Interest Related to Timing of Swap of Sales Taxes for Property Taxes	future years only	ongoing-5 years
POST Police Training Reimbursement (already removed from City Budget)	12,000	ongoing
Booking Fee Reimbursement (already removed from City Budget)	27,000	ongoing
<b>TOTAL GENERAL FUND CHANGE TO ADOPTED BUDGET</b>	<b><u>(355,000)</u></b>	
<b><u>REDEVELOPMENT AGENCY</u></b>		
Project Non-Housing Tax Increment Loss	<b><u>(1,036,000)</u></b>	1-time
<b>TOTAL CHANGE TO ADOPTED BUDGET (ALL FUNDS)</b>	<b><u>(1,391,000)</u></b>	





## ***CITY COUNCIL STAFF REPORT***

***MEETING DATE: August 20, 2003***

**Agenda Item # 12**

**Prepared By:**

**Helene Leichter  
City Attorney**

**Submitted By:**

**City Manager**

### **Council Policy Regarding Procedures for Public Hearings**

**RECOMMENDED ACTION:** Adopt City Council Policy and Procedure Regarding Public Hearing Procedures.

#### **EXECUTIVE SUMMARY:**

The City Council hears numerous public hearings during its meetings, including appeals of zoning matters. Oftentimes, many citizens wish to speak during those hearings. However, due to the limited time available to the Council to hear any one particular matter, the Council must balance the interests of citizens in voicing their opinions and the due process rights of applicants.

To ensure that such interests are balanced, and to provide applicants and the public with definite expectations regarding the process for such public hearings, staff recommends that the Council adopt the attached Council policy.

In short, the policy provides that following the Mayor's announcement of the process to be followed, a staff presentation occur. The public hearing is then commenced, with the applicant making the initial comments, followed by the public. The applicant is then afforded a chance for rebuttal. The public hearing phase is then closed, and Council deliberation ensues. At any time, Council may ask questions of staff, the applicant or the public speakers. However, the policy clarifies that if Council asks questions of the public (including the applicant) after the public hearing is closed, the hearing must be reopened.

#### **FISCAL IMPACT:**

No budget adjustment required. Costs of drafting and implementing the policy are absorbed within current departmental budgets.



# **CITY OF MORGAN HILL**

## **CITY COUNCIL POLICIES AND PROCEDURES**

**CP**

SUBJECT: Public Hearing Procedures

EFFECTIVE DATE: August \_\_, 2003

ORIGINATING DEPARTMENTS: City Manager/City Attorney

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### POLICY:

The City Council of the City of Morgan Hill is charged with conducting public hearings on various matters, including zoning appeals.

Various interests must be considered in establishing rules for conducting public hearings. Such hearings often draw a large number of people, many of whom wish to address the Council on the matter being heard. However, the time devoted to any one public hearing is subject to constraint because the Council also has other pressing matters it must consider on any particular agenda, as well as other duties and responsibilities outside of Council meetings.

The City Council therefore believes that the following interests should be taken into consideration in establishing rules for the conduct of public hearings:

1. promotion of courteous civic discourse;
2. presentation of relevant information and opinions;
3. the due process rights of applicants; and
4. the limited time available to the Council to hear and consider any one particular matter.

In order to assure that such hearings are conducted in a manner which balances these interests, the Council hereby adopts the following rules of procedure for such hearings.

### PROCEDURE:

1. Preliminary Announcements. Mayor announces procedures to be followed, including limitations on presentations, as further addressed below.
2. Presentation of Staff Report.
  - A. Explanation of applicant's proposal and action to be taken by the Council.



- B. Review of Planning Commission's analysis and recommendation, if any.
  - C. Staff's analysis of, and recommendation, if any, regarding applicant's proposal.
  - D. Council questions of staff, if any.
3. Public Hearing:
- A. Mayor formally opens public hearing.
  - B. Presentation by applicant. (May be limited to ten minutes, or other time as the Mayor deems appropriate as dictated by the complexity of the proposal).
  - C. Council questions, if any, of applicant.
  - D. Public comment. Mayor may limit time for total public comment, and/or for individual presentations, but will assure that all arguments are given an opportunity to be presented. Mayor may encourage speakers to avoid duplication by combining speaker presentations, and/or by a show of hands in support of or opposition to a particular viewpoint. If there is organized opposition to a project, the Mayor may allow a designated chief opposition spokesperson to make an extended presentation. The Council may ask questions, if any, of speakers.
  - F. Project applicant rebuttal. The time allowed for rebuttal may be extended beyond three (3) minutes in the discretion of the Mayor.
  - G. Public hearing closed.
4. Council Deliberation. Council may make inquiries of staff. However, inquiries to the applicant or others will require re-opening the public hearing.

This policy shall remain in effect until modified. However, the Council may depart from this process in any particular matter upon a majority vote of the Council members present and participating in that matter.

APPROVED:

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DENNIS KENNEDY, Mayor





## ***CITY COUNCIL STAFF REPORT***

***MEETING DATE: August 20, 2003***

### **GRAND JURY RESPONSE – INFORMATION SYSTEMS DISASTER RECOVERY PLANNING**

#### **RECOMMENDED ACTION(S):**

1. Authorize the City Manager to submit the response to the Grand Jury

**Agenda Item # 13**

**Prepared By:**

**Assistant to the City  
Manager**

**Submitted By:**

**City Manager**

**EXECUTIVE SUMMARY:** The Santa Clara County Civil Grand Jury has surveyed local agencies regarding their disaster recovery planning for their information systems. In the survey response that the City provided to the Grand Jury, staff indicated that the City did have backup systems in place - but did not have a formal written disaster recovery plan. Since other cities had similar responses, the Grand Jury issued a recommendation that: “All cities/towns within Santa Clara County and all county agencies/authorities/districts should have written disaster recovery plans for mission-critical computer information systems, and should regularly test and update these plans. Manager, supervisors and other personnel with a “need to know” should have ready access to current versions of the plans.”

The City’s Information Technology Management Committee has evaluated the recommendation and believes that it is reasonable and prudent to have a written disaster recovery plan. The Committee recommends that the City respond to the Grand Jury that it agrees with their finding and intends to comply with the Grand Jury’s recommendation by the end of the current fiscal year.

**FISCAL IMPACT:** No budget adjustment is requested at this time.





## **CITY COUNCIL STAFF REPORT**

**MEETING DATE:** August 20, 2003

### **RESPONSE TO SANTA CLARA COUNTY GRAND JURY REPORT CONCERNING "REVIEW OF AUDITS AND FINANCIAL REPORTS"**

#### **RECOMMENDED ACTION:**

Direct staff to provide the response described below to the 2002/03 Grand Jury concerning their Review of Audits and Financial Reports

#### **EXECUTIVE SUMMARY:**

The Santa Clara County Grand Jury conducted the attached Review of Audits and Financial Reports received from government entities throughout the county. The Grand Jury reviewed various City of Morgan Hill documents as part of their review. The City is required to agree or disagree with the Grand Jury's findings, under California Penal Code section 933.5. However, since none of the Grand Jury's findings concerned Morgan Hill, it is not relevant for the City to respond to any of the findings.

The City is also required to respond to each Grand Jury recommendation by selecting from one of four standard responses, as mandated under Penal Code section 933.05. Only one of the recommendations in the attached report affects Morgan Hill, so it is necessary for the City to respond only to that one recommendation. In Recommendation III-1, the Grand Jury made the following statement:

"The Grand Jury recommends that all cities or towns that do not currently include the Grand Jury on their routine distribution list for financial reports, CAFR's, budget, and audit reports add the Grand Jury to their list."

Staff recommends that the City select the standard response which reads: ***"The recommendation has been implemented, with a summary regarding the recommended action."*** Since the City of Morgan Hill has not routinely provided a copy of the final City Budget document to the Grand Jury, the Finance Director has added the Grand Jury to the City's Budget distribution list, so that, beginning in the 2003/04 fiscal year, the City shall send this document to the Grand Jury each year once the Budget is finalized and printed.

**FISCAL IMPACT:** None

Agenda Item #

Prepared By:

  
Finance Director

Submitted By:

  
City Manager





CITY OF MORGAN HILL

JUN 25 2003

CITY MANAGER

June 24, 2003

J. Edward Tewes  
City Manager  
City of Morgan Hill  
17555 Peak Avenue  
Morgan Hill, CA 95037

Dear Mr. Tewes:

The 2002-2003 Santa Clara County Civil Grand Jury is transmitting to you its Final Report, **Review of Audits and Financial Reports.**

California Penal Code, Section 933(c) and 933.05(c) require that an elected county official or agency head shall respond within 60 days to the Presiding Judge of the Superior Court on the findings and recommendations pertaining to matters under the control of their agency or department. Copies of responses to the Grand Jury's report must also be submitted to the Board of Supervisors. California Penal Code, Section 933.05 contains guidelines for responses to Grand Jury findings and recommendations and is attached to this letter.

**PLEASE NOTE:**

1. As stated in Penal Code 933.05, you are required to "Agree" or "Disagree" with each FINDING. *If you disagree, in whole or part, you must include an explanation of the reasons you disagree.*
2. As stated in Penal Code 933.05, you are required to respond to each RECOMMENDATION *with one of four possible actions.*

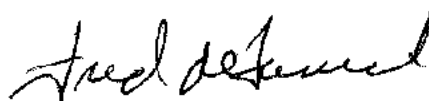
Your comments are due in the office of the Honorable Thomas P. Hansen, Presiding Judge, Santa Clara County Superior Court, 191 North First Street, San Jose, CA 95113, no later than August 25, 2003.



Page Two

Copies of all responses shall be placed on file with the Clerk of the Court.

Sincerely,

A handwritten signature in cursive script, appearing to read "Fred de Funiak".

FRED de FUNIAK

Foreperson

2002-2003 Civil Grand Jury

FdF:dsa

Enc.



California Penal Code §933.05, in relevant part:

933.05. (a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall indicate one of the following:

(1) The respondent agrees with the finding.

(2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor.

(b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:

(1) The recommendation has been implemented, with a summary regarding the implemented action.

(2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.

(3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.

(4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor . . . .



(ENDORSED)  
FILED

2002-2003 SANTA CLARA COUNTY CIVIL GRAND JURY JUN 24 03

## REVIEW OF AUDITS AND FINANCIAL REPORTS

NOTED FOR  
JUST EXC. OFFICER/CLERK  
COUNTY OF SANTA CLARA  
JUN 24 2003

### Summary

The 2002-2003 Santa Clara County Civil Grand Jury (Grand Jury) examined documents received from government entities throughout the county. Among these were:

- financial reports
- audited financial statements
- budgets
- audit reports

It conducted a review of the activities of all city internal auditors. As a result of its reviews, the Grand Jury has several findings and recommendations.

### Background

The Grand Jury reviews the financial reports and statements to determine whether or not they have been issued. An assessment is made of their timeliness and completeness.

### A. Terms Defined

Specialized terms are used in this report, and in the interest of clarity, the following simplified definitions are offered:

- Comprehensive Annual Financial Report (CAFR): A legally mandated annual financial report defined by the Government Accounting Standards Board that includes all the income, expenses, special funds, or designated funds that are part of a government entity's financial activities.
- Government Accounting Standards Board (GASB): The national accountancy board that establishes the standards to be used in all governmental accounting.
- Special Districts: These are special districts that have taxing authority. The district is governed by a board of directors, which may be a city or town council. A special district may be a part of a city or cut across city lines. Some enterprise funds (funds that charge a fee for



facilities or services) are special districts. For example, the Loma Prieta Resource Conservation District is a special district. The California State Controllers Office lists 32 functions for special districts.

- Joint Powers Agencies (JPA): These agencies cross geopolitical boundaries to address a common responsibility. They are governed by representatives from the government entities sharing their authority. Several cities getting together to jointly provide a wastewater treatment system or expanded library facilities are examples of a JPA. School districts getting together to jointly provide student transportation services is also a JPA.
- Management Reports and Process Audits: In addition to financial reports, the Grand Jury reviewed the results of management reports and process audits. Management reports are overviews with general recommendations. Process audits involve the testing of a system with specific recommendations. For example, a management report states that the system for reviewing timecards allows unsigned timecards to be entered into the payroll records. A process audit indicates that 12% of the timecards are not signed by the employee, and that 20% are not signed by the supervisor. A recommendation on a process audit is specific, such as; *change the policy to return all unsigned timecards to the supervisor's manager for action.*

## **B. Comprehensive Annual Financial Reports**

As part of its watchdog responsibilities, the Grand Jury annually receives copies of the legally mandated CAFRs for the county, the cities and towns within Santa Clara County, and a limited number of JPAs and special districts.

This fiscal year was the first year that government agencies with revenues in excess of \$100 million were to comply with the requirements of Statement 34 of the GASB. As noted, GASB is a national standards board that defines the accounting practices and reporting standards of government agencies in California. Statement 34, issued in June 1999, requires government entities to provide budget, budget performance and comparison information, a management discussion and analysis section, and the current value of capital assets in their CAFRs. The Grand Jury examined CAFRs and their compliance with Statement 34. Statement 34 information adds to the usefulness of the reports, but does require additional review time.

The Grand Jury received 14 CAFRs. Eight entities had revenues in excess of \$100 million and thus were required to meet the GASB Statement 34 requirements in their latest annual reports. The eight were Santa Clara County, the Santa Clara Valley Water District, the Santa Clara Valley Transportation



Authority, and the cities of Mountain View, Palo Alto, San Jose, Santa Clara, and Sunnyvale. Several entities indicated within their CAFRs that they were still working to finalize such items as the current value of capital assets.

Based on the size of their revenue, Gilroy and Monte Sereno are not required at this time to provide CAFRs. Therefore, they submitted audited financial statements. Two entities, Los Altos and Los Altos Hills, did not have their final reports available. (See Table 1 below)

**TABLE 1**

**Comprehensive Annual Financial Reports Received**

<u>ENTITY</u>	<u>REPORT</u>
Campbell	CAFR
Cupertino	CAFR
Gilroy	Statement
Los Altos	Not available
Los Altos Hills	Not available
Los Gatos	CAFR
Milpitas	CAFR
Monte Sereno	Statement
Morgan Hill	CAFR
Mountain View	CAFR
Palo Alto	CAFR
San Jose	CAFR
Santa Clara	CAFR
Saratoga	CAFR
Sunnyvale	CAFR
Santa Clara County	CAFR



Santa Clara County Water District      CAFR

Santa Clara Valley Transportation  
Authority      CAFR

### **C. Budgets**

As already noted, under the guidelines of GASB Statement 34, reporting government entities must provide budget and budget performance information in their CAFRs. Based on the phasing requirements of Statement 34, entities with revenues in excess of \$100 million are required to include this information in the 2001-2002 report. This year, the Grand Jury requested budget information along with the other reports. The Grand Jury used these publications for reference in the course of its oversight function. Budgets were received from:

- Campbell
- Mountain View
- San Jose
- Santa Clara
- County of Santa Clara (Preliminary only)

This year, budgets were not required of the other cities in the county as their prior year revenue did not exceed \$100 million.

### **D. Audits**

The Grand Jury did not routinely request audit information from school districts or JPAs, with the exception of the Santa Clara Valley Transportation Authority. A limited number of special district reports were requested. Appendix A is a list of audit reports received and reviewed by the Grand Jury.

Each audit report was reviewed to determine if any additional action or follow up by the Grand Jury would be beneficial. Eighteen reports required follow up (see Follow-up column in Appendix A). Follow up actions included Grand Jury requests for additional information, responses, implementation schedules, or referral to future Grand Juries for further inquiry.

### **E. Internal and Independent Auditors**

The Grand Jury surveyed the county's cities and towns to determine what level of internal or independent audits were routine to each city. For the first time, the Grand Jury requested that all cities and towns provide their process audits and



management reports. The Grand Jury received and evaluated sixty-eight audits of all types (see Appendix A).

There is an internal auditor for the County of Santa Clara. The internal auditor for the County of Santa Clara is used to audit state and federal grants, as is required by those grants.

Of the 15 cities and towns within Santa Clara County, only Palo Alto, San Jose and Sunnyvale have internal auditors. San Jose and Palo Alto auditors report directly to their city councils in open meetings. Sunnyvale's internal auditor is under the oversight of the city manager.

When the internal auditor reports directly to the city council in open meetings, the public is fully aware of the actions of the auditor, including the reasons for a recommendation to expand or terminate an audit. All reports and recommendations made, along with the staff responses, become part of the public record. There is no requirement for meetings between the city manager and his staff to be public.

In addition, the City of Santa Clara has established the function of city auditor and assigned it to the city clerk's office. This function is limited to independently verifying support data for disbursements, but does not provide any process audit.

All entities which were checked used independent auditors for their annual reports. Entities without internal auditors used independent auditors or oversight agencies for audits of specific funds or functions. The Grand Jury found the smaller entities had determined the hiring of a full-time internal auditor was not fiscally feasible and relied on contracted independent auditors for selected process audits.

## **F. Conclusions**

The process audit information gathered gives the Grand Jury confidence that reasonable efforts are being made to provide the citizens of the county with efficient and responsive services. There are indications that stronger support for the implementation of audit recommendations by the appropriate governing boards would lead to even greater improvement in services and programs. Examples from the cities of Palo Alto and San Jose audit recommendation status reports follow:

- Palo Alto report of September 2002 lists 53 recommendations, 29 of which were holdovers from the November 2001 report. Four recommendations (7.6%) have been implemented, of which two are from 1997 and two from 1999. The balance, 49 (90.7%), are "in process," with eight from April 1998.



- The San Jose report of the 6 months ending December 31, 2002 shows 94 recommendations not yet implemented. The earliest of these is from 1988. Of these 94 recommendations, 22 (23.4%) have been implemented, 57 (60.6%) are only partially implemented and 13 (13.8%) have not been implemented. One was rejected and one, from 1995, continues to be deferred.

## **Finding I**

The internal auditor for the City of Sunnyvale reports to the city manager. Two management/performance audits were terminated in the early stages because of the need for major restructuring of the departments under audit. These were the audits of the Transportation Operations Department and the Roadside and Median Right-of-Way Services Department. Since the audits were terminated without the public receiving the information that would have been available with a direct report to the city council by an independent internal auditor, the public has limited ability to evaluate the operations of the departments and the effectiveness of the restructuring. Not reporting to the city council in open forum provides an opportunity for public perception of a cover up, which negates the value of internal auditors as independent evaluators.

## **Recommendation I**

The Grand Jury recommends that the City of Sunnyvale have the internal auditor report directly to the City Council.

## **Finding II**

The City of Santa Clara has designated a city auditor function and assigned it to the city clerk, who is independently elected. Current auditing activities are limited to verification of expenditures and associated documentation.

## **Recommendation II**

The Grand Jury recommends that the City of Santa Clara expand the responsibilities of the city auditor function to include internal audit responsibilities and separate this function from the office of the city clerk.



## **Finding III**

Seven cities/towns did not provide the Grand Jury with management reports or process audits. They are:

- Campbell
- Gilroy
- Los Altos
- Los Altos Hills
- Los Gatos
- Monte Sereno
- Santa Clara

Milpitas submitted a single audit on internal financial controls.

The failure of the smaller cities/towns to perform regular management reports or process audits is understandable. However, for our more moderate-sized or larger cities, such as Campbell, Gilroy, Milpitas and Santa Clara, to ignore these tools of good management is to overlook potential improvements in providing high quality, efficient services to their citizens.

### **Recommendation III-1**

The Grand Jury recommends that all cities or towns that do not currently include the Grand Jury on their routine distribution list for financial reports, CAFRs, budget, and audit reports add the Grand Jury to their list.

### **Recommendation III-2**

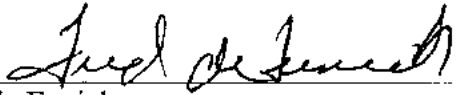
The Grand Jury recommends that the cities of Campbell, Gilroy, Milpitas and Santa Clara implement a program of process audits and process adherence, providing copies of the audits and staff responses to the Grand Jury.

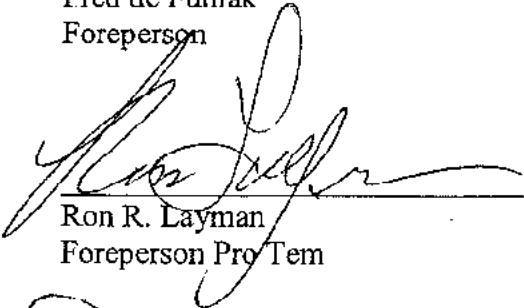
### **Recommendation III-3**

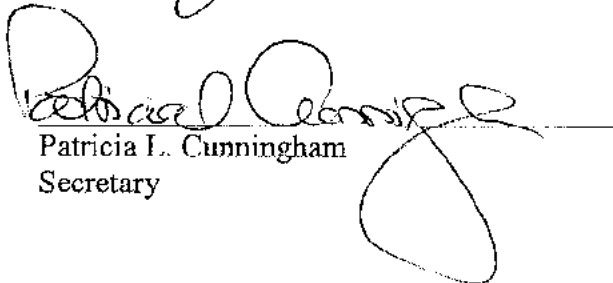
The Grand Jury recommends that Los Altos, Los Altos Hills, Los Gatos, and Monte Sereno develop plans for the review of procedures and compliance, providing the information, results and recommendations to the Grand Jury.



**PASSED** and **ADOPTED** by the Santa Clara County Civil Grand Jury on this 29<sup>th</sup> day of May, 2003.

  
Fred de Funiak  
Foreperson

  
Ron R. Layman  
Foreperson Pro Tem

  
Patricia L. Cunningham  
Secretary



**APPENDIX A**  
**FY 2002-2003 AUDITS, FINANCIAL REPORTS AND LETTERS RECEIVED**

ENTITY OR FUND	DEPT	TYPE	Recmd	Follow Up
<b>County</b>				
Controller Audit	Controller	IA		Y
Professional Group, Valley Health Svcs	SCVHHS	IA	6	
Data Center Operations	SCVHHS	IA	7	
Employee Benefits	HR	Mgmt	9	Y
<b>Grants</b>				
Juvenile Crime Enforcement	Probation	IA	5	Y
Auto Insurance Fraud	DA	IA		
Organized Auto Fraud Interdiction Prog.	DA	IA		
Workers Comp. Fraud	DA	IA		
<b>Funds</b>				
SCC Law Library		IA		
Child Development Program	Soc Svcs	IA		
<b>School Districts</b>				
Gavilan Joint Community College District		Fiscal	5	
<b>Joint Powers Agencies</b>				
Santa Clara Valley Water District		CAFR		
<b>Special Districts</b>				
Loma Prieta Resource Conserv. Dist.		Fiscal		N
Saratoga Public Financing Authority		Fiscal		
Burbank Sanitary District		CAFR		
Saratoga Cemetery District		Fiscal		
<b>CITY OF CUPERTINO</b>				
Single Grant Audit	Finance	IA		
Cupertino RDA	RDA	IA		
CAFR Mgmt Letter	Finance	IA		
<b>CITY OF MILPITAS</b>				
Internal Control Structure	Finance	Fiscal	1	
<b>CITY OF MORGAN HILL</b>				
Morgan Hill RDA Housing Fund Requirements	RDA	Mgmt	3	
Morgan Hill Police Property & Evidence Op's	Police	Mgmt		Y
Board of Corrections Insp. of MH Holding Fac.	Police	Mgmt	3	
Development Process Services	Comm Dev't	Mgmt	39	Y
Health Inspection of Morgan Hill Holding Facility	Police	Mgmt	3	
Risk Management Audit	Finance	Mgmt	26	Y
CAFR Management Report	Finance	Fiscal	3	Y
<b>CITY OF MOUNTAIN VIEW</b>				
Foothill Disposal Co. Compliance Audit	City	Mgmt		
Cash Handling Procedures 1999	Various	Study	16	
Cash Handling Procedures 2002	Various	Mgmt	15	
Library Organization Review	Library Svcs	Mgmt	58	



**APPENDIX A**  
**FY 2002-2003 AUDITS, FINANCIAL REPORTS AND LETTERS RECEIVED**

ENTITY OR FUND	DEPT	TYPE	Recmd	Follow Up
<b>CITY OF PALO ALTO</b>				
Utility Risk Mgmt Procedures	Utilities Op's	Mgmt	24	Y
Contract Processing Times		Study		
Internal Control Structure	Finance	Mgmt	7	Y
Compliance with Prop 111	Finance	Mgmt		
Public Improve Corp. FY2001 & 2002	Finance	Fiscal		
Regional Water Quality Control Plant FY 2001	Finance	Fiscal		
Cable Coop Franchise Year End 2000 & 2001	Finance	Fiscal		
Bicycle/Ped FY2000 & 2001	Finance	Fiscal		
Payroll Procedures & Practices	Finance	Fiscal	10	Y
<b>CITY OF SAN JOSE</b>				
Cash Handling/Refund	Building	Mgmt	6	Y
Customer Service Call Center	Admin	Mgmt	2	
Petty Cash & Change Funds	City Hall	Mgmt		
Property Mgmt Operations	Public Works	Mgmt	12	Y
Rental Dispute Program	Neigh Svcs	Mgmt	6	
San Jose Arena Mgmt		Mgmt	8	
San Jose Office of Equality Assurance	OEA	Mgmt	10	
Hayes Renaissance Center Compliance with Agreement		Mgmt	3	Y
Survey of Real Property Inventory		Mgmt		Y
Neighborhood Clean-Up Program	Planning	Mgmt	7	
Project Technology Education (Tech Q III)				
Vehicle Replacement Program	Gen Svcs	Mgmt	15	
<b>CITY OF SARATOGA</b>				
CAFR Mgmt Report	Finance	Fiscal		
<b>CITY OF SUNNYVALE *</b>				
Review Program 763 Status	PW, Fleet Svcs	Review		
Sun/GIS One Stop Permitting			30	
Cable TV	TCI Cable		14	
Housing Division Operations	Housing	Mgmt	9	Y
Federal Equitable Sharing Program 2001, 2002	Housing	Fiscal		
Mini Program Performance	Public Works	Review	4	
Standby Processes	PW, Bldg, IS	Mgmt	9	Y
Library Collection Program 636	Library	Mgmt	8	
Library Services Program 637	Library	Mgmt	3	
Library Learning Program 638	Library	Mgmt	9	
Cash Receipts Process				Y
Purchasing Card Review				
<b>OTHER AGENCY AUDITS</b>				
Juvenile Confinement Facilities		Inspection		
*The City of Sunnyvale had two audits that were not completed: Transportation Operations Audit was halted pending reorganization, and Accounts Payable was never completed.				



## Appendix Key

Column headings:

<b>Entity or Fund</b>	Name of audit report
<b>Dept</b>	Department included in the audit
<b>Type</b>	Type of report
	<b>IA</b> Internal Audit
	<b>Fiscal</b> Financial Audit only
	<b>Mgmt</b> Management or process audit
	<b>CAFR</b> Comprehensive Annual Financial Report
	<b>Study</b> Study with recommendations
	<b>Review</b> Review of status of recommendations
	<b>Inspect.</b> Inspection report
<b>Recmnd</b>	Number of Recommendations in Audit Report
<b>Follow-up</b>	Follow-up actions by Grand Jury





**CITY COUNCIL STAFF REPORT**  
**MEETING DATE: August 20, 2003**

**RESPONSE TO SANTA CLARA COUNTY GRAND JURY  
REPORT "LISTING OF SPECIAL DISTRICTS, JOINT  
POWERS AGENCIES, DESIGNATED NON-PROFIT  
CORPORATIONS & OTHER GOVERNMENTAL ENTITIES"**

**RECOMMENDED ACTIONS:**

- 1) Direct staff to respond as described below to the 2002/03 Grand Jury
- 2) Direct the Finance Director to annually include narrative listings described in the response within the City's Budget document beginning with the 2004/05 Budget.

**EXECUTIVE SUMMARY:** The Santa Clara County Grand Jury issued the attached report entitled "Listing of Special Districts, Joint Powers Agencies, Designated Non-Profit corporations and Other Governmental Entities." Prior to issuing this report, the Grand Jury requested information from governmental agencies within Santa Clara County, including Morgan Hill. Staff provided information to the Grand Jury in response. The City is required to agree or disagree with the Grand Jury's findings, under California Penal Code section 933.5. Since finding I did not directly concern Morgan Hill, it is not relevant for the City to respond to that finding. ***Staff recommends that the City agree with Grand Jury findings II and III.*** Finding II reads "The City of San Jose did not make available for the Grand Jury a list of the joint powers agencies of which it is a member. In addition, persistent follow-up efforts were required with most other entities to obtain the current listing found in Appendix C. In all cases, the information requested by the Grand Jury had to be prepared by the entity after receipt of the request." Finding III reads "Information on non-profit organizations associated with the specific entities, or entities providing community services, was not readily available. It was prepared only in response to the Grand Jury's request for information. There is no opportunity for either public administrators or the general citizenry to evaluate information about these entities. For example, the San Jose City's Auditor Report Number 02-12 identifies three non-profit organizations, assigned and using government facilities, that have not had an agreement or lease for several years. These solicitations were additionally complicated by the lack of a definition of non-profit as covered under PC 933.6. If this information is not available to the Grand Jury, it is not available to the general public."

The City is also required to respond to each Grand Jury recommendation by selecting from one of four standard responses, as mandated under Penal Code section 933.05. Since only recommendations II, III-1, III-2, III-3, and III-4 in the attached report concern Morgan Hill, it is necessary for the City to respond only to those recommendations and staff recommends that the City respond by selecting the standard response which reads: ***"The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation."*** Staff accordingly recommends that the City prepare, maintain, and make available to the public narrative listings of 1) all Maintenance and Operations Agreements with non-profit organizations, 2) all co-sponsorship agreements with for-profit or non-profit organizations, 3) all contributory agreements with for-profit or non-profit organizations, and 4) all non-profit or for-profit organizations that are provided monthly leases, at no cost or token cost, for space in government facilities, or where space is provided as part of a working relationship. The Finance Director shall ensure that these lists are prepared, maintained, and published in each year's City Budget document beginning with the 2004/05 Budget.

**FISCAL IMPACT:** None

Agenda Item #

Prepared By:

*Jack O'Neil*  
Finance Director

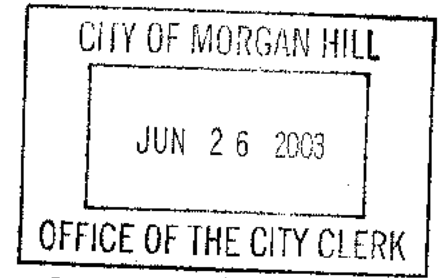
Submitted By:

*[Signature]*  
City Manager





June 25, 2003



Kennedy & Taves rec'd.  
Council copied

Honorable Dennis Kennedy  
Mayor  
and Members of the City Council  
City of Morgan Hill  
17555 Peak Avenue  
Morgan Hill, CA 95037

Dear Mayor Kennedy and Members of the City Council:

The 2002-2003 Santa Clara County Civil Grand Jury is transmitting to you its Final Report, **Listing Of Special Districts, Joint Powers Agencies, Designated Non-Profit Corporations and Other Governmental Entities.**

California Penal Code Section 933(c) requires that a governing body of the particular public agency or department which has been the subject of a Grand Jury final report shall respond within **90 days** to the Presiding Judge of the Superior Court on the findings and recommendations pertaining to matters under the control of the governing body. California Penal Code Section 933.05 contains guidelines for responses to Grand Jury findings and recommendations and is attached to this letter.

**PLEASE NOTE:**

1. As stated in Penal Code 933.05, you are required to "Agree" or "Disagree" with each FINDING. *If you disagree, in whole or part, you must include an explanation of the reasons you disagree.*
2. As stated in Penal Code 933.05, you are required to respond to each recommendation *with one of four possible actions.*

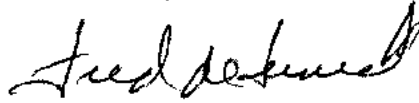
Your comments are due in the office of the Honorable Thomas P. Hansen, Presiding Judge, Santa Clara County Superior Court, 191 North First Street, San Jose, CA 95113, no later than ~~September 25, 2003~~.



Page Two

Copies of all responses shall be placed on file with the Clerk of the Court.

Sincerely,

A handwritten signature in cursive script, appearing to read "Fred de Funiak".

FRED de FUNIAK

Foreperson

2002-2003 Civil Grand Jury

FdF:dsa

Enc.



California Penal Code §933.05, in relevant part:

933.05. (a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall indicate one of the following:

(1) The respondent agrees with the finding.

(2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor.

(b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:

(1) The recommendation has been implemented, with a summary regarding the implemented action.

(2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.

(3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.

(4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor . . . .



(ENDORSED)  
FILED

JUN 25 03

## 2002-2003 SANTA CLARA COUNTY CIVIL GRAND JURY

JOSE TORRE  
CHIEF EXEC. OFFICER/CLERK  
SUPERIOR COURT OF CA  
COUNTY OF SANTA CLARA  
BY DEPUTY

# LISTING OF SPECIAL DISTRICTS, JOINT POWERS AGENCIES, DESIGNATED NON-PROFIT CORPORATIONS AND OTHER GOVERNMENTAL ENTITIES

## Summary

The 2002-2003 Santa Clara County Civil Grand Jury (Grand Jury) elected to undertake an extensive effort to solicit information from the various governmental agencies within the county, in order to generate an in-depth and comprehensive listing of those entities covered under the Grand Jury's oversight responsibilities. The Grand Jury was largely successful.

The Grand Jury was able to readily identify cities and school districts from several documents. In addition, special districts and redevelopment or housing agencies are topics of the State Controller's Office publications, although these publications are somewhat dated. However, joint powers agencies and designated non-profit organizations have no specific documents that can be referenced, and the responses for both types of entities required extensive follow-up. Even at this point, there is little confidence that the listing is complete in these areas. (see Appendix G for definition of terms).

## Background

Under the California Penal Code (Penal Code or PC), all civil grand juries are charged with specific oversight responsibilities. These include:

- PC Section 925 County operations, accounts and records
- PC Section 925a City and joint powers agencies
- PC Section 933.1 Redevelopment, housing and joint powers agencies
- PC Section 933.5 Special districts or commissions
- PC Section 933.6 Non-profit corporations established by or operated on behalf of public entities

The Grand Jury determined that in order to establish the scope of its jurisdiction, a comprehensive listing of all these entities in Santa Clara County was necessary.



At the start of the Grand Jury's term, cities, towns, and school districts were the only agencies readily identified. At that time, the latest report from the State Controller's Office on special districts was for the period 1996-97. In February 2003, the Grand Jury received an updated report for the period 1998-1999. There was no comprehensive listing of joint powers agencies, redevelopment agencies, housing agencies, or non-profit corporations designated in PC 933.6. The Grand Jury has since ordered and received the State Controller's Community Redevelopment Agencies Annual Report, which provides the basic information on housing and redevelopment entities. The Grand Jury was not able to identify any such reports for joint powers agencies or non-profit corporations. There are some special focus reports on such subjects as transportation planning or public retirement programs that are available from the State Controller's Office. However, these documents combined do not begin to cover the full spectrum of Grand Jury responsibilities.

Requests for information were sent by the Grand Jury to the County Executive, County Superintendent of Schools, city and town managers, school district superintendents, community college chancellors, and redevelopment/housing authorities with executive directors who are not city managers. No requests were made of special districts or joint powers agencies for secondary relationships. An example would be a non-profit organization, such as Friends of the Library, serving a joint powers library agency.

The Grand Jury faced several obstacles in doing its work. A major problem was the lack of a clear legal definition of a non-profit organization as specified in PC 933.6. Another significant problem was when entity A would list entities B and C as participating in a joint powers effort, but B and C did not report that same effort. The Grand Jury expended considerable time and energy in gathering this information. It is important that these documents be more readily available both to the Grand Jury and the general public.

The seven appendices listed below contain the results of this effort:

- Appendix A - Cities, towns, and school districts (with abbreviations)
- Appendix B - Enterprise funds (revenue generating government businesses)
- Appendix C - Joint power agencies
- Appendix D - Non-profit organizations
- Appendix E - Redevelopment and housing agencies
- Appendix F - Special districts
- Appendix G - Definitions

## **Finding I**

No succinct definition of a non-profit organization under PC 933.6 was available to the Grand Jury. Therefore, confusion exists as to the Grand Jury's oversight



responsibilities regarding organizations that were established principally to engage in Maintenance and Operations Agreements with a government entity or to provide a specific service to the community.

### **Recommendation I-1**

The Grand Jury recommends that the Santa Clara County Counsel prepare a definition of a non-profit organization as it pertains to PC 933.6 that can be used as a guideline by future Grand Juries.

### **Recommendation I-2**

The Grand Jury recommends that the Santa Clara County Counsel prepare guidelines for the use of future Grand Juries on oversight responsibilities of programs sponsored, co-sponsored or partially funded by public monies.

### **Finding II**

The City of San Jose did not make available for the Grand Jury a list of the joint powers agencies of which it is a member. In addition, persistent follow-up efforts were required with most other entities to obtain the current listing found in Appendix C. In all cases, the information requested by the Grand Jury had to be prepared by the entity after receipt of the request.

### **Recommendation II**

The Grand Jury recommends that the County of Santa Clara, the County Board of Education, all cities and towns in Santa Clara County, and all school districts of the county prepare, maintain and make available to the public, a narrative listing of all joint powers agencies to which they belong, including liability minimizing agencies. It is recommended that the list be published on an annual basis.

### **Finding III**

Information on non-profit organizations associated with specific entities, or entities providing community services, was not readily available. It was prepared only in response to the Grand Jury's request for information. There is no opportunity for either public administrators or the general citizenry to evaluate information about these entities. For example, the San Jose City Auditor's Report Number 02-12 identifies three non-profit organizations, assigned and using



government facilities, that have not had an agreement or lease for several years. These solicitations were additionally complicated by the lack of a definition of non-profit as covered under PC 933.6. If this information is not available to the Grand Jury, it is not available to the general public.

### **Recommendation III-1**

The Grand Jury recommends that the County of Santa Clara, the County Board of Education, all cities and towns in Santa Clara County, and all school districts of the county prepare, maintain, and make available to the public, a narrative listing of all Maintenance and Operations Agreements (see Appendix G), with one or more non-profit organizations, as defined in Federal Internal Revenue Service laws. It is recommended that the list be published on an annual basis.

### **Recommendation III-2**

The Grand Jury recommends that the County of Santa Clara, the County Board of Education, all cities and towns in Santa Clara County, and all school districts of the county prepare, maintain, and make available to the public, a narrative listing of all co-sponsorship agreements, (see Appendix G), with one or more for-profit organizations or non-profit organization, as defined in Federal Internal Revenue Service laws. It is recommended that the list be published on an annual basis.

### **Recommendation III-3**

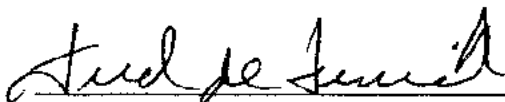
The Grand Jury recommends that the County of Santa Clara, the County Board of Education, all cities and towns in Santa Clara County, and all school districts of the county prepare, maintain, and make available to the public a narrative listing of all contributory agreements, (see Appendix G), with one or more for-profit organizations or non-profit organizations as defined in Federal Internal Revenue Service laws, and are not specifically identified in the annual budget and fiscal report. It is recommended that the list be published on an annual basis.

### **Recommendation III-4**

The Grand Jury recommends that the County of Santa Clara, the County Board of Education, all cities and towns in Santa Clara County, and all school districts of the county prepare, maintain, and make available to the public a narrative listing of all non-profit or for-profit organizations that are provided monthly leases, at no cost or token cost, for space in government facilities, or where space is provided as a part of a working relationship. It is recommended that the list be published on an annual basis.

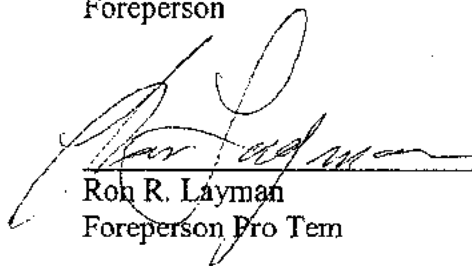


**PASSED** and **ADOPTED** by the Santa Clara County Civil Grand Jury on this 10<sup>th</sup> day of June, 2003.



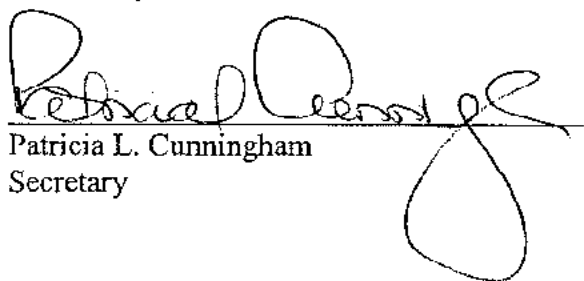
Fred de Funiak

Foreperson



Ron R. Layman

Foreperson Pro Tem



Patricia L. Cunningham

Secretary



## **Bibliography**

Reference was made to the following reports published by the State of California, authored by the Office of the State Controller:

- Community Redevelopment Agencies Annual Report, 2000-2001.
- Public Retirement Systems Annual Report, 1998-1999.
- School Districts Annual Report, 1998-1999.
- Special Districts Annual Report, 1998-1999.
- Transportation Planning Agencies Annual Report, 1998-1999.



# **APPENDIX A** **CITIES, TOWNS, AND SCHOOL DISTRICTS (WITH ABBREVIATIONS)**

## **CITIES/TOWNS**

Campbell	Ca	Morgan Hill	MH
Cupertino	Cu	Mountain View	MV
Gilroy	Gi	Palo Alto	PA
Los Altos	LA	San Jose	SJ
Los Altos Hills	LAH	Santa Clara	SC
Los Gatos	LG	Saratoga	Sa
Milpitas	Mi	Sunnyvale	Su
Monte Sereno	MS		

## **SCHOOL DISTRICTS**

Alum Rock Union School District	ARUSD	Milpitas Unified School District	MIUSD
Berryessa Union School District	BUSD	Montebello School District	MSD
Cambrian School District	CaSD	Moreland School District	MdSD
Campbell Union High School District	CUHSD	Morgan Hill Unified School District	MHUSD
Campbell Union School District	CUSD	Mount Pleasant School District	MPSD
Cupertino Union School District	CuUSD	Mountain View School District	MVSD
		Mountain View-Los Altos Union High School District	MVLAUHS
Eastside Union High School District	EUHSD	Oak Grove School District	OGSD
Evergreen School District	ESD		
Foothill-DeAnza Community College District	FDCCD	Orchard School District	OSD
Franklin-McKinley School District	FMSD	Palo Alto Unified School District	PAUSD
Fremont Union High School District	FUHSD	San Jose Unified School District	SJUSD
		San Jose-Evergreen Community College District	SJECCD
Gavilan Joint Community College District	GJCCD	Santa Clara County Office of Education	SCCOE
Gilroy Unified School District	GiUSD	Santa Clara Unified School District	SCUSD
Lake Side Joint School District	LSJSD	Saratoga Union School District	SUSD
Loma Prieta Joint Union School District	LPJUSD	Sunnyvale School District	SSD
Los Altos School District	LASD	West Valley-Mission Community College District	WVMCCD
Los Gatos Union School District	LGUSD	Whisman School District	WSD
Los Gatos-Saratoga Joint Union School District	LGSUHSD		
Luther Burbank School District	LBSD		

## **OTHER**

County of Santa Clara	Cnty	San Jose Redevelopment Agency	SJRDA
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**APPENDIX B  
ENTERPRISE FUNDS  
IN  
SANTA CLARA COUNTY**

NAME	BUDGET	Notes
Gilroy Golf Course	475K	
Gilroy Sewer Enterprise	9.2M	
Gilroy Water Enterprise	6.2M	
Los Altos Hills Sewer Fund	500K	
Los Altos Hills Solid Waste	2.0M	
Los Gatos Sewer Maintenance	105K	
Milpitas Recycled Water	2.5M	
Milpitas Sewer Utility	1.1M	
Milpitas Water Utility	34K	Includes water and recycled water
Morgan Hill Sewer Operations and Mitigation	8.1M	
Morgan Hill Water Operations and Mitigation	6.5M	
Mountain View Solid Waste Fund	10.5M	
Mountain View Water Fund	14.1M	
Mountain View Waste Water Fund	8.9M	
Santa Clara City Cemetery	495K	Mission City Memorial Park
Santa Clara City Electric Utility	*	
Santa Clara City Golf and Tennis Club		
Santa Clara City Sewer Utility	*	
Santa Clara City Solid Waste Utility	*	
Santa Clara City Sports and Open Space Authority	2.4M	
Santa Clara City Water Recycling	*	
Santa Clara Convention Center	5.1M	
Santa Clara Valley Water District Water Enterprise	122M	
Shoreline Golf Links Fund		
*The City of Santa Clara combines all Utility Funds into one report with a budget of \$235 Million		



# **APPENDIX C** **SANTA CLARA JOINT POWERS AGENCIES COUNTY**

NAME	BY	ADDRESS	Notes
ABAG Pooled Liability Assurance Network (PLAN)	LG	Eugene Leong, Exe. Dir. 101 8th St, Oakland 94607 [PO Box 2050, 94604] (510) 464-7900	Risk Management
ABAG Power Independence	EaUHSD	Dave Finigan PO Box 2050, Oakland 94604 (510) 464-7905	Independent Power Contracts
Animal Control	Cu	Cupertino Mayor C/O City Hall	Animal Control Services
Assn of Bay Area Governments (ABAG)	LAH, MH, MV, SC	Eugene Leong, Exec Dir. 101 8th St, Oakland 94607 PO Box 2050, 94604 (510) 464-7900	
Bay Area Community College Districts	SJECCD, GaJCCD	J Bissell, Pres. C/O Monterey Peninsula CC Dist. 980 Fremont St. Monterey 93940	Property and Liability Insurance
Joint Powers Agency	Mi		
Bay Area Regional Firefighter and Paramedics Registry			
Bay Area Water Users Assn	MV	155 Bovee Rd, San Mateo 94402 (650) 349-3000	Insurance
Bay Cities Joint Powers Insurance Authority	MS		
Benefits Liability Excess Fund	EaUHSD	Nancy Edwards, 2355 Crenshaw Blvd, Ste 200, Torrance 90501 (800) 654-8102	Benefits liability
California Disaster and Civil Defense Mutual Aid.	MH	Capitol Bldg, Sacramento 95814	
California Education Legal Services	LPJUSD	Tom Griffin 61309 Freeport Blvd, Ste 100 Sacramento 95822 (916) 428-1740	Legal services for the school district.
California Regional Water Quality Control Board	LG	Brian Wines Water Control Eng. 1515 Clay St. Ste 1400, Oakland 94612 (510) 622-2300	Environmental water quality Issues
Central California Power Agency #1	SC	Director, CCPA. 708 Alhambra Blvd, Ste 2, Sacramento 95816 (916) 441-1966	
Community Health Awareness Council	LA, LAH, MV, LASD, MVSD, MVLASD, WhSD	PO Box 335, MV 94042 (650) 965-2020	
Cooperative Personnel Services	Mi	HR Dept. Milpitas City Hall	California JPA for Bay Area Regional Firefighter & Paramedic Registry
Cupertino USD	CuUSD, MoSD		Joint Agreement for Education and Education support services between MoSD and CuUSD
East Valley School Transportation	BeUSD, EvSD	Icia Jew, C/O Mt. Pleasant School Dist, 3434 Marten Ave. SJ 95148 (408) 223-3700	Special Ed Transportation
Employee Relations Service	MH	Dir. 70 W Hedding, 8th Floor, SJ 95110	Collects salary, benefit and settlement data



# **APPENDIX C** **SANTA CLARA JOINT POWERS AGENCIES COUNTY**

NAME	BY	ADDRESS	Notes
Institute of Computer Technology	FUUSD, LGSaHSD, SaUSD, SuSD	Robert Nolan, Exe Dir. 589 W. Fremont Ave, Su 94087 (408)736-4291	
Intergovernmental Employee Relations Service	Mi	HR Dept. Milpitas City Hall	
Local Agency Worker's Excess Liability	MH	Recording Sec. 1020 19th St. Ste 200, Sacramento 95814 (800)541-4591	Risk Management
Los Gatos-Saratoga Community Education & Recreation	SaUSD, LGUSD, LGSaUHSD, LG	Bob Best, Director 123 E Main St. LG 95030, (408)354-8700 Ext. 227	Community Education and Recreation
MetroEd	EaUHSD, MiUSD	Richard Friberg, 760 Hillsdale Ave Bldg 400, SJ 95163 (408)723-6464	
Modesto-Santa Clara-Redding Public Power Agency	SC	Gen'l Mgr, P.O. Box 4064, Modesto 95352 (775)322-4211	
Morgan Hill Corporation Yard	MH, MHSD		
North County Library Authority	LA, LAH	1 N. San Antonio Road, LA 94022	Library services
Northern California Regional Liability Excess Fund	400 School Dists.	Dwain McDonald NorCal ReLIEF C/O Santa Clara County Schools Ins. Group 3233 Union Ave. SJ 95124 (408)558-0600	Property and Liability Insurance Listed on Fremont UHSD response, no others yet.
Northern California Alliance Regional Liability Excess Fund	PAUSD	Rick McHale 2105 S. Bascom Ave, #310, Ca 95008 (408)377-3338	Property and Liability Insurance May be same fund as below
Northern California Community College Pool	SJECCD, GaJCCD	J Keefer, Pres. C/O Cabrillo CC, 6500 Soquel Dr. Aptos 95003	Worker's Comp Insurance
Northern California Power Agency	SC	Gen'l Mgr, 180 Cirby Wy, Roseville, 95678, (916)781-4200	
Northern California Relief	EaUHSD	Graham Grice, 2355 Crenshaw Blvd, Ste 200, Torrance 90501 (800)654-8102	Property and Liability Insurance
Palo Alto Cable JPA	PA		Includes Santa Clara and San Mateo County participants
Palo Alto Wastewater Treatment	PA, MV, LA	P.O.Box 10250, PA 94303	LA calls it Joint Sewer System
Regional Air Quality Control Board	LG	Milton Feldstein Air Pollution Control Officer 939 Ellis St, San Francisco 94109 (415)771-6000	Regional environmental air quality issues.
San Francisco Creek JPA	PA		
Santa Clara Clean Water Financing Authority	SC, SJ	San Jose Environmental Services Div. 777 N First St, Ste 300, SJ 95112	
Santa Clara County Housing and Community Development Council	Cnty, LG, MH	CDBG, 1735 N First St. Suite 265, SJ 95112 (408)441-0261 Ext. 4174	



# **APPENDIX C** **SANTA CLARA JOINT POWERS AGENCIES COUNTY**

<b>NAME</b>	<b>BY</b>	<b>ADDRESS</b>	<b>Notes</b>
Santa Clara County Housing Authority	LG	L. Ellenberger, 505 W Julian St, SJ 95110 (408)275-8770	Administers various housing programs
Santa Clara County Intergovernmental Employee Relations Service	Cnty, MH	County Bldg, 70 W. Hedding, SJ 95110	
Santa Clara County Library	Cnty, Ca, MH, Mi	County Librarian, 1095 N Seventh, SJ 95112 (408)293-2326	
Santa Clara County Schools Insurance Group	32 SDs	Ray Enos, Exe Dir. 3233 Union Ave. Ca 95124-2096 (408)558-0600	Workers Compensation Insurance
Santa Clara Valley Transportation Authority		Office of the Board Secretary, 3331 N First St, SJ 95134	
Schools Alliance for Workers' Comp Excess	PAUSD	Rick McHale 2105 S. Bascom Ave, #310, Ca 95008 (408)377-3338	Workers Compensation Insurance
Schools Excess Liability Fund	Statewide	Tom Osborne, Ex. Dir. S.E.L.P. 1531 I St. Ste 300, Sacramento (916)321-5300	Statewide org. for liability insurance identified by FUHSD & PAUSD
Silicon Valley Animal Control Authority	Ca, Cu, LG, MS, SC, Sa, Su	General Manager, 1405 Civic Center Dr. SC 95050 (408)261-2326	Formed 7/1/2001
Silicon Valley Library System	MV, PA, SJ, Su, SC, Cnty	Linda Crowe, Ex Dir. 2471 Flores St. San Mateo 94403	
Silicon Valley Transportation Agency	FrUHSD, SCUUSD, SuSD, LASD, WHSD, MVLAUHSD, SuSD	Jim Luyau, Santa Clara USD 1889 Lawrence Station Rd, SC 95051 (408)423-2000	Pupil transportation.
SMaRT Station	PA, MV, Su	Sunnyvale Dept of Public Works	Recycle
South Bay Area Schools Insurance Authority	EaSD, MiUSD, BeUSD	Randy Kenyon, C/O Los Altos SD 201 Coventon Rd. LA 94024 (650)941-4010	Property and liability insurance listed by EaSD only
South Bay Dischargers Authority	PA, SC, SJ, Su	City of San Jose Environmental Services, 777 N First St. SJ 95112	
South Bay Regional Public Safety Training Consortium	FDCCD	Rene Trujillo, 3095 Yerba Buena Rd, SJ 95135 (408)270-6458	Public Safety Training for California Community Colleges
South County Regional Wastewater Authority	Gi, MH	J. Gasser, 7351 Rosanna St. Gi 95020	
Statewide Educational Wrap up		Rick McHale, 97 S. 2nd St, Ste 300, SJ 95133 (408)792-0755	
Transit Assist JPA			



**APPENDIX C**  
**SANTA CLARA JOINT POWERS AGENCIES COUNTY**

NAME	BY	ADDRESS	Notes
Transmission Agency of N. Calif.	SC	Exe Dir, PO Box 15129, Sacramento 95851 (916)852-1673	Power transmission to Santa Clara
West Valley Solid Waste Management	Ca, LG, MS, Sa		Called W.V. Clean Water Program by Los Gatos (Waste mgmt. not included in Ms report)



**APPENDIX D**  
**NONPROFIT ORGANIZATIONS ASSOCIATED WITH GOVERNMENT ENTITIES IN SANTA CLARA COUNTY**

NAME	ACTIVITY	BY	ADDRESS	BUDGET	Notes
Achieve	Mental	Only		897K	
ACT for Mental Health	SocSvs	SJ	441 Park Ave, SJ		
Advent Group Ministries	Alc/drug	Only		602K	
African American Community Service Agency	SocSvs	Only		602K	At risk children
African American Community Service Agency	SocSvs	SJ	304 N Sixth, SJ	20K	
Alcohol Recovery Homes	Alc/drug	Only		3.29M	
Ali Baba Rivera/Oasis Care	Mental	Only		325K	
Alliance for Community Care	Mental	Only		11.5M	
Almaden Elementary Parent Teacher Assoc	Educ	SJUSD	Contact school		
Almaden Elementary School ELAC	Educ	SJUSD	Contact school		
Almaden Elementary School Site Council	Educ	SJUSD	Contact school		
Alum Rock Counseling Center	Mental	Only		68K	
Alum Rock Counseling Center	Prob	Only		77K	
Alum Rock Counseling Center	SocSvs	Only		525K	SOS Network (Hotline)
Alum Rock Educational Foundation	Educ	ARUSD			
Alum Rock PTAs	Educ	ARUSD			No individual information on the 10 school PTAs
Alviso Family Health	SocSvs	SJ	1621 Gold St, SJ		
American Red Cross	SocSvs	MV	Rita Castro-Hawkins 400 Mitchell Lane, PA 650-698-0441		Rental assistance for low income persons
Andrew Hill Booster Club	Educ	EaUHSD	Augustine Keaton, C/O AHHS, 3200 Senter Rd, SJ 95111 (408)347-4110		
Andrew Hill Raiders	Youth	EaUHSD	T. Hilton, (no address) (408)667-4242		Youth Football
Anne Darling Elementary Home-School Club	Educ	SJUSD	Contact school		
Antonio Del Buono Home/School Club	Educ	GIUSD	Contact school		Parent Teacher Assoc
ARIS	PubHlth	Only		442K	AIDS Resources Information & Services
ARIS	SocSvs	Only		23K	Housing Program
ARIS	SocSvs	Only		71K	Food and Nutrition Program
Asian American Community Involvement	Mental	Only		1.2M	



**APPENDIX D**  
**NONPROFIT ORGANIZATIONS ASSOCIATED WITH GOVERNMENT ENTITIES IN SANTA CLARA COUNTY**

NAME	ACTIVITY	BY	ADDRESS	BUDGET	Notes
Asian American Community Involvement	SocSvs	Cnty		47K	All Stars, (Children)
Asian American Community Involvement	SocSvs	Cnty		19K	Domestic Violence Program
Asian American Community Involvement	SocSvs	Cnty			Senior Svcs Case Management
Asian American Community Involvement	SocSvs	Cnty		45K	Senior Nutrition
Asian American Recovery Services	Prob	Cnty		185K	RJP
Asian American Community Involvement	Alc/drug	Cnty		88K	
Asian American Community Involvement	PubHlth	Cnty		150K	
Asian American Recovery Svcs.	Alc/drug	Cnty		369K	
Autism Project Parent Advisory Group	Educ	Cnty	Contact County Office of Education		Parent advisory group
Avenidas	SocSvs	Cnty, MV	Amy Lutz 701 E Meadow, PA (650)494-8018 Ext 14	63K	Senior Day Care Programs
Bachrodt Elementary School Parent Teacher Association	Educ	SJUSD	Contact school		
Bellarmine College Prep	Educ	SJ			\$0, no rental terms noted
Berryessa Education Foundation	Educ	BeUSD	Bob Llewellyn 2915 Helmsley Dr, SJ 95132 (408)259-9126		Berryessa Union School District funds innovative projects
Berryessa Little League	Rec.	SJ	Penitential Creek Park		
Berryessa Music Boosters	Educ	BeUSD	Zoa Fitch, 1750 Swanston Way, SJ 95132, (408)923-3083		Berryessa Union School District supports instrumental music
Bill Wilson Center	Alc/drug	Cnty		29K	
Bill Wilson Center	Prob	Cnty		3.3M	RJP
Bill Wilson Center	SocSvs	Cnty		42K	Children's Drop-In Center
Bill Wilson Center	SocSvs	Cnty		369K	SOS Network (Hotline)
Bill Wilson Center	SocSvs	SC		68K	Family Counseling and Youth Intervention
Billy deFrank Lesbian & Gay Community Center	PubHlth	Cnty		105K	
Billy deFrank Lesbian & Gay Community Center	SocSvs	Cnty		63K	Adult Services



# **APPENDIX D** **NONPROFIT ORGANIZATIONS ASSOCIATED WITH GOVERNMENT ENTITIES IN SANTA CLARA COUNTY**

NAME	ACTIVITY	BY	ADDRESS	BUDGET	Notes
Billy deFrank Lesbian & Gay Community Center	SocSvs	Cnty		21K	Youth Services
Billy deFrank Lesbian & Gay Community Center	PubHlth	SJRDA			\$1per year property lease
Bishop School PTA	Educ	SSD	450 N Sunnyvale Ave, Su 94085		Parent Teacher Assoc.
Blossom Hill Home & School	Educ	LGUSD	Contact school		
Blue Hills Education Foundation	Educ	CbUSD?	M. Kearns, Meadow Oak Rd, Sa 95070		Contact school for current information
Booksin Elementary School/Community Association	Ecuc	SJUSD	Contact school		
Boys & Girls Club of Santa Clara County	SocSvs	SJ	110 E Jackson, SJ		
Branham High School Home/School Club	Educ	CaUHSD	Contact school		Parent Teacher Assoc.
Brownell School Parent Club	Educ	GIUSD	Contact school		Parent Teacher Assoc
Bubb School PTA	Educ	MV-WSD?	525 Hans Ave, Mtn V, 94040 (650)526-3480		
Burnett Elem School PTA	Educ	MIUSD	Contact school		Parent Teacher Assoc
Calif Health Dept. Professional	Prob	Cnty		10K	
California History Center Foundation	Educ	FDCCD	Contact DeAnza CC (408)864-8986		Advancement of history and the humanities
California Youth Outreach	Prob	Cnty		115K	APA
California Youth Outreach	Prob	Cnty		330K	RJP
Cambrian Education Foundation	Educ	CamSD	Stephen Phillips, 4115 Jackson Dr, SJ 95124 (408)558-4921		Contact School District for current information provides financial support for educational activities.
Campbell Education Foundation	Educ	CaUSD			Teacher grants and other educational support.
Campbell Education Foundation	Educ	CaUSD	P.O.Box 1262, Ca 95009-1262		Campbell Union School District fundraising and program support.
Campbell Union School District Parent/Teacher organizations	Educ	CaUSD	Contact school		12 schools with either PTA or Home-School Club.
Campfire Boys & Girls	SocSvs	Cnty		26K	Teen leadership camps
Canoas Elementary School Home & School Club	Educ	SJUSD	Contact school		
Castro School PTA	Educ	MVWSD?	505 Escuela Ave, Mtn V, 94041 (650)526-3590		



**APPENDIX D  
NONPROFIT ORGANIZATIONS ASSOCIATED WITH GOVERNMENT ENTITIES IN SANTA CLARA COUNTY**

NAME	ACTIVITY	BY	ADDRESS	BUDGET	Notes
Catholic Charities		Ca		5K	Shared housing for single head of households
Catholic Charities		Ca, MV	2625 Zanker Rd, SJ (408)944-0567 Ext 261	5.4K	Long term care Ombudsman Program
Catholic Charities	Alc/drug	Cnty			No identification
Catholic Charities	Mental	Cnty			No identification
Catholic Charities	Prob	Cnty			RJP
Catholic Charities	SocSvs	Cnty		31.5K	Grandparent Caregiver Program
Catholic Charities	SocSvs	Cnty		159K	Immigration legal svcs
Catholic Charities	SocSvs	Cnty		32K	Shared Housing
Catholic Charities	SocSvs	Cnty			Job Market
Catholic Charities	SocSvs	Cnty		79K	YES/Leap program
Catholic Charities	SocSvs	Cnty		77K	YES/Tuancy outreach
Catholic Charities	SocSvs	Cnty		556K	Senior Nutrition
Catholic Charities	SocSvs	SJ	Eastside Senior Center		Senior Services
Catholic Charities	SocSvs	SJ	Washington Youth Center		Youth Services
Catholic Charities	SocSvs	MH	2625 Zanker Road, SJ 95134-2107 (408)468-0100	2.3K	Long Term Care Ombudsman Program
Catholic Charities	SocSvs	MH	2625 Zanker Road, SJ 95134-2107 (408)468-0100	15K	Shared Housing Program (Depot Commons)
Catholic Charities	SocSvs	SC		9K	Long term Care Ombudsman Program
Catholic Charities	SocSvs	SC		18K	Shared Housing
Catholic Charities (Santa Clara City)	SocSvs	SC		27K	Long term care monitoring & shared housing
CBET/ESL	Educ	EaUHSD	Ray Valverde C/O A HILL HS, 3200 Senter Rd, SJ 95111 (408) 347-5170		Adult Ed @ A Hill HS
Center for Training & Careers (CTC)	DOC	Cnty		528K	
Chamberlain's Mental Health Services	Mental	Cnty		394K	
Championship Team Trust	Youth	SC		25K	Sports group travel teams representing City of Santa Clara
Cherry Chase PTA	Educ	SuSD	1138 Heatherstone Wy, Su 94086		Parent Teacher Assoc
Children's Discovery Museum	Educ	SJ	1809 Woz Way, SJ 95110	300K	O&M Agreement
Children's Health Council	Mental	Cnty		231K	
Christmas in the Park	Cultural	SJ	1661 Senter Rd, SJ		(Agreement expired 1999)
City of Santa Clara Tourist and Convention Bureau	Econ	SC		1.4M	City Marketing to Tourist and Conventions



# **APPENDIX D** **NONPROFIT ORGANIZATIONS ASSOCIATED WITH GOVERNMENT ENTITIES IN SANTA CLARA COUNTY**

NAME	ACTIVITY	BY	ADDRESS	BUDGET	Notes
Clara Mateo Alliance	SocSvs	MV	Angel Batt 795 Will Rd, MP (650)853-7068		Shelter and Support Services for Homeless
Clara Mateo Alliance	H&CD	Cnty		27K	Housing and Community Development
Columbia Neighborhood Center	PubHlth	Cnty		98K	
Columbia Middle School PTA	Educ	SuSD	739 Morse Ave. Su 94084		Parent Teacher Assoc
Combined Addicts & Prof. Svcs	Alc/drug	Cnty		274K	CAPS
Community Health Awareness Council	Alc/drug	Cnty		127K	CHAC
Community Health Awareness Council	Prob	Cnty		165K	RJP
Community Health Awareness Council	SocSvs	Cnty		63K	
Community Health Awareness Council	SocSvs	MV	711 Church St, Mtn V (650)965-2020 Ext 13		Provides counseling services to children
Community Kids to Camp	SocSvs	Cnty		20K	
Community School of Music and Arts	Educ	MV	Angela McConnell 253 Martens Ave, Mtn V (650)961-0342		Arts Educ programs for youth
Community Services Agency of Mt. View and Los Altos	SocSvs	Cnty		16K	Alpha Omega Shelter
Community Services Agency of Mt. View and Los Altos	SocSvs	Cnty		26K	Emergency Assistance
Community Services Agency of Mt. View and Los Altos	SocSvs	Cnty		19K	Senior Case Management
Community Services Agency of Mt. View and Los Altos	SocSvs	MV, LA	Tom Myers 204 Stierlin Rd, Mtn V (650)968-0836	111K	Senior Nutrition Program
Community Solutions	Alc/drug	Cnty		458K	
Community Solutions	Mental	Cnty		1.3M	
Community Solutions	Prob	Cnty		280K	RJP
Community Solutions	SocSvs	Cnty		31K	La Isle Pacific Shelter
Community Solutions	SocSvs	Cnty		42K	Senior Care Giver Support
Community Solutions	SocSvs	Cnty			Domestic Violence Program
Community Solutions	SocSvs	MH	16264 Church St, Ste 103, MH 95037 (408)779-2113	31K	Battered women & youth mentoring programs
Community Solutions	SocSvs	Cnty		122K	SOS Network (Hotline)
Community Technology Alliance	SocSvs	Cnty		28K	
Compas Group USA Inc	SocSvs	Cnty		1.2M	Frozen meals for Senior Nutrition Programs
Concern for the Poor	SocSvs	Cnty		183K	



# **APPENDIX D** **NONPROFIT ORGANIZATIONS ASSOCIATED WITH GOVERNMENT ENTITIES IN SANTA CLARA COUNTY**

NAME	ACTIVITY	BY	ADDRESS	BUDGET	Notes
Congress of Arab Americans	Cultural	SJ	416 Park, SJ		
Contact Cares	SocSvs	Cnty		20K	SOS Network (Holline)
Cory Elementary Home-School Club	Educ	SJUSD	Contact school		
Cory Neighborhood Assn	Educ	SJUSD	Contact school		
Council on Aging	SocSvs	SC		5K	Case management for Seniors
Countywide Alcohol & Drug Svcs	Alc/drug	Cnty		212K	
Court Designated Child Advocates	SocSvs	Cnty		84K	
Crittenden Middle School PTA	Educ	MV-WUSD?	1701 Rock St, Mtn V 94043 (650)903-8945		
Crossroads	Alc/drug	Cnty		188K	
Cumberland PTA	Educ	SUSD	824 Cumberland Ave, Su 94086		Parent Teacher Assoc
Cupertino Community Services	SocSvs	Cu	Jaclyn Fabre 10185 Stelling Ave, Cu, 95014 (408)255-8033		Provides Social Services for City
Cupertino Educational Endowment Foundation	Educ	CuUSD	Eleanor Watanabe, 10301 Vista Drive, Cu 95014 (408)446-2333		
Cupertino High School Athletic Booster Club	Educ	FRUHS?	C/O Cupertino HS		Fundraising for athletic programs
Cupertino High School Band Booster Club	Educ	FRUHS?	C/O Cupertino HS		Fundraising for band programs
Cupertino High School Golden Spur Boosters	Educ	FRUHS?	C/O Cupertino HS		Fundraising in support of dance team programs
Cupertino High School Grad Night Boosters	Educ	FRUHS?	C/O Cupertino HS		Graduation night on-campus programs
Cupertino Public Facilities Corp.	Fin	Cu	Mayor Cupertino, 10300 Torre Ave, Cu, 95014 (408)777-3212		Financing agency
Cupertino Senior Day services	SocSvs	Cnty		32K	
Cupertino Tournament of Bands, Inc.	Educ	FRUHS	C/O FRUHS 589 W. Fremont Ave, Su 94087 (408)522-2200		Fundraising etc. for the Tournament of Bands
Cupertino Union School District PTA and Home-School Clubs	Educ	CuUSD	Contact school		24 units (Contact individual school for current information)
Curtner Elem School PTA	Educ	MIUSD	Contact school		Curtner School Parent Teacher Assoc
Dahl PTA	Educ	FMSD	Contact school		
Daves Ave School Home & School Club	Educ	LGUSD	Contact school		
DeAnza College Public Access TV	Educ	Cu	Martha Kanter, (408)864-8706		Education and Community service.
Del Mar High School PTSA	Educ	CaUHS	Contact school		Parent-Teacher-Student Assoc



# **APPENDIX D** **NONPROFIT ORGANIZATIONS ASSOCIATED WITH GOVERNMENT ENTITIES IN SANTA CLARA COUNTY**

<b>NAME</b>	<b>ACTIVITY</b>	<b>BY</b>	<b>ADDRESS</b>	<b>BUDGET</b>	<b>Notes</b>
DeVargas School District Advisory Council	Educ	CaUSD	Robie Dobkins, 405 Auburn Way #4, SJ 95125		Contact school for current information
East Side FLY Program	Educ	EaUHSD	B. Mustanichm C/O AHHS, 3200 Senter Rd, SJ 95111 (408)347-4288		Youth Advocates.
East Valley YMCA	Educ	EVSD	Mario Vargas, Exe Dir. 1975 S. White Rd, SJ 95148 (408)258-4419		Day Care Programs
Eastfield Ming Quong	SocSvs	Cnty			Family Partnership Program
Eastfield Ming Quong	Alc/drug	Cnty		162K	Alcohol/Drug Rehab
Eastfield Ming Quong	Mental	Cnty		4.565M	Mental Health Services
Eastfield Ming Quong	Prob.	Cnty		98K	Probation's wards
Eastside Parents Participating Nursery	SocSvs	SJ	937 Piedmont Rd		
Economic & Social Opportunities	SocSvs	MV	1445 Oakland Rd, SJ (408)971-2560	20K	Home repair (Access services for low income families)
Economic & Social Opportunities	Alc/drug	Cnty		343K	
Economic & Social Opportunities	SocSvs	Cnty			Project CIE
El Roble School Parent Club	Educ	GIUSD	Contact school		Parent Teacher Assoc
Eliot School Parent Club	Educ	GIUSD	Contact school		Parent Teacher Assoc
Ellis PTA	Educ	SuSD	550 Olive Ave, Su 94086		Parent Teacher Assoc
Emergency Housing Consortium	SocSvs	Ca, MH, MV, SC	2011 Little Orchard St, SJ 95125 (408)247-1400	55K	Emergency Housing & Support for Homeless
Emergency Housing Consortium	Mental	Cnty		170K	
Emergency Housing Consortium	SocSvs	Cnty	County Exec. Officer	340K	County Executive Managed Homeless Housing
Emergency Housing Consortium	SocSvs	Cnty		46K	Reception Center
Emergency Housing Consortium	SocSvs	Cnty		57K	South County
Empire Gardens Elementary Parent Teachers Assn	Educ	SJUSD	Contact school		
Empire Gardens Elementary School Site Council	Educ	SJUSD	Contact school		
Empire Gardens Elementary SELAC	Educ	SJUSD	Contact school		
Erikson After School Enrichment	Educ	SJUSD	Contact school		
Erikson Elem PTA	Educ	SJUSD	Contact school		Parent Teachers Assoc
Ethiopian Community Services	SocSvs	Cnty		38K	
Evergreen ESD PTAs	Educ	EvSD	Superintendent Thomas E Andrade, 3188 Quimby Rd, SJ 95148 (408)270-6800		16 PTAs listed (May be contacted through each school)



# **APPENDIX D** **NONPROFIT ORGANIZATIONS ASSOCIATED WITH GOVERNMENT ENTITIES IN SANTA CLARA COUNTY**

NAME	ACTIVITY	BY	ADDRESS	BUDGET	Notes
Fairwood PTO	Educ	SuSD	1110 Fairwood Ave, Su 94089		Parent Teacher Assoc
Family and Children Svcs	Alc/drug	Cnty		358K	Rehabilitation
Family and Children Svcs	Mental	Cnty		532K	Counseling services
Family Services Mid-Peninsula	SocSvs	Cnty		26K	Domestic Violence Offender's Treatment
Faria Educational Endowment Fund	Educ	CuUSD	Nandini Rao, 22883 Lonhigdown Rd, Cu 95014		Contact school for current information
Filipino Youth Coalition	SocSvs	SJ	Welch Park		Youth Services
Filipino-American Senior Opportunities Develop. Council	SocSvs	SJ	Northside Community Center		Senior Services
Fire Muster Team	SocSvs	SJ	1661 Senter Rd, SJ		(Agreement expired 1999)
First United Methodist Church of Sunnyvale	SocSvs	Cnty		248K	Senior Nutrition Program
Foothill-DeAnza Colleges Foundation	Educ	FDCCD	Contact Foothill CC (650)949-6100		Fundraising for F-DACCD
Foothill-DeAnza Community College District Financing Corp.	Educ	FDCCD	Contact Foothill CC (650)949-6100		
Foster Grandparents	Prob	Cnty		8K	
Franklin-McKinley Dad's Club	Educ	FMSD	Ronn Masuda 4017 Ambler Way, SJ 95111 408)865-8611		District fund raising to supply eyeglasses, etc to disadvantaged students.
Franklin-McKinley Educational Foundation	Educ	FMSD	Mohammed Chandry 1702 McLaughlin Ave, SJ 95122 (409)283-6192		Provide resources to improve well being of at-risk and high-risk children
Fremont Featherettes	Educ	FruHSD	C/O FUHSD 589 W. Fremont Ave, Su, 94087 (408)522-2200		Fundraising in support of the Featherettes' programs
Fremont High School Athletic Boosters	Educ	FruHSD	C/O Fremont HS		Fundraising in support of athletic programs
Fremont High School Band Boosters	Educ	FruHSD	C/O Fremont HS		Fundraising in support of the Fremont HS Band
Fremont High School Choir Boosters	Educ	FruHSD	C/O Fremont HS		Fundraising in support of Fremont HS Choir programs
Fremont Union High Schools Foundation	Educ	FruHSD	Sandie Zander Ex Dir, 589 W. Fremont Ave, Su 94087 408)773-1218		
Fremont Union High School's PTAs	Educ	FruHSD	C/O FUHSD 589 W. Fremont Ave, Su, 94087 (408)522-2200		No separate listing by FUHSD
Friends of River Glen Elem	Educ	SJUUSD	Contact school		Parent Booster Club



# **APPENDIX D** **NONPROFIT ORGANIZATIONS ASSOCIATED WITH GOVERNMENT ENTITIES IN SANTA CLARA COUNTY**

NAME	ACTIVITY	BY	ADDRESS	BUDGET	Notes
Friends of Santa Clara Parks and Recreation		SC	City Mgr, Santa Clara		
Friends Outside in Santa Clara County	SocSvs	Cnty		67K	Project Crime Stop (children)
G.I. Forum	SocSvs	SJ	765 Story Rd, SJ		
Gardner Children's Center	SocSvs	Cnty		23K	Campership Program
Gardner Family Care Corp.	Alc/drug	Cnty		1.0M	
Gardner Family Care Corp.	Mental	Cnty		2.8M	
Gardner Family Care Corp.	Prob.	Cnty		2.8M	
Gardner Family Care Corp.	PubHlth	Cnty		2.8M	Family Health Network
Gardner Family Care Corp.	PubHlth	Cnty			One time award
Gardner Family Care Corp.	SocSvs	Cnty		21K	Family Wellness Classes
Gavilan College Educational Foundation	Educ	GaCCD	Contact Gavilan College		Support district public education programs
Gear Up Program	Educ	EaUHSD	Joe Ortega, C/O A Hill HS, 3200 Senter Rd, SJ 95111 (408)347-4133		Tutoring program
Gilroy Foundation	Educ	GiUSD	Kathleen Smith 826 Sorrento Dr, Gi 95020		Fundraising for support of educational programs
Gilroy High School Choir Boosters	Educ	GiUSD	Contact school		Fundraising in support of Gilroy HS Choir programs
Gilroy High School Parent Club	Educ	GiUSD	Contact school		Parent Teacher Assoc
Gilroy High School Spirit Leaders Booster Club	Educ	GiUSD	Contact school		Fundraising for Gilroy HS Spirit Team programs
Girl Scouts of Santa Clara Cnty	SocSvs	SJ	Welch Park		
Glen View Home/School Club	Educ	GiUSD	Contact school		Parent Teacher Assoc
Grace Baptist of San Jose	Mental	Cnty		227K	
Graham Middle School PTA	Educ	MVWSD?	1175 Castro St, Mtn V94041 (650)526-3570		
Graystone Home & School club	Educ	SJUSD	Contact school		Parent Teacher Assoc
Gunn Foundation	Educ	PAUSD	Kathleen Levitt (650)586-2332		Educational Program Fund Raising org.
Gunn HS Band Boosters	Educ	PAUSD	Sue Stempien (650)856-8972		
Gunn HS Choir Boosters	Educ	PAUSD	Joy Cartun (650)494-8684		
Gunn HS Sports Boosters	Educ	PAUSD	Tom Brosnar (650)856-3570		
Gunn HS Theatre Boosters	Educ	PAUSD	Magdalena Cabrera (650)856-0355		
Hammer Elem PTA	Educ	SJUSD	Contact school		Parent Teacher Assoc
Hands On Services	EmServA	Cnty		9K	Employee Service Agency
Hellyer PTA	Educ	FMUSD	Contact school		



**APPENDIX D**  
**NONPROFIT ORGANIZATIONS ASSOCIATED WITH GOVERNMENT ENTITIES IN SANTA CLARA COUNTY**

NAME	ACTIVITY	BY	ADDRESS	BUDGET	Notes
Historic Preservation Society or Santa Clara, (City)		SC	Maria Lopes, Pres. PO Box 3311, SC, 95055 (408)249-7905		
History of San Jose	Educ	SJ	1650 Senter Rd, SJ 95112	950K	O&M Agreement
Homeless Care Force	SocSvs	Cnty		27K	
Homestead High School Athletic Boosters	Educ	FrUHSD	C/O Homestead HS		Fundraising in support of athletic programs
Homestead High School Equestriennes	Educ	FrUHSD	C/O Homestead HS		Fundraising for the Homestead Equestrian program
Homestead High School Football Boosters	Educ	FrUHSD	C/O Homestead HS		Fundraising in support of the Homestead HS Football program
Homestead High School Music Boosters	Educ	FrUHSD	C/O Homestead HS		Fundraising for Music program support
Hope Rehabilitation Service	Mental	Cnty		466K	
Hope Rehabilitation Service	SocSvs	Cnty		26K	Childcare
Horizon Services Inc	Alc/drug	Cnty		688K	
Huff School PTA	Educ	MVWSD?	253 Martejs Ave, Mtn V, 94040 (650)526-3490		
Incubator Program	SocSvs	Cnty		21K	
Independence HS 76 Cav Band Booster Club	Educ	EaUHSD	Steven Pogue PO Box 32457 SJ 95152		Independence HS Band Booster Club
Independence HS Parent-Teacher-Student Assoc.	Educ	EaUHSD	Via IHS, 1776 Educational Park Dr, SJ, 95133 408-928-9500		Parent Teacher Assoc
Indian Health Center	Mental	Cnty		222K	
Indian Health Center	PubHlth	Cnty		150K	
Indian Health Center	SocSvs	Cnty			Family Support Project
Indian Health Center	SocSvs	Cnty			Family Support System Project
Indo-American Community Center at Northside	SocSvs	Cnty		16K	Senior Nutrition Program
Indo-American Community Service Center in Santa Clara	SocSvs	Cnty		36K	Senior Nutrition Program
Indochinese Resettlement & cultural center	SocSvs	Cnty		52K	Children, youth & families
Indochinese Resettlement & cultural center	SocSvs	Cnty		44K	Welfare Hotline Services
Indochinese Resettlement & cultural center	Cultural	SJ	410-422 Park Ave, SJ		
Informational and Referral Services	SocSvs	Cnty		15K	
innV/ision		Ca		5K	Emergency Housing



**APPENDIX D**  
**NONPROFIT ORGANIZATIONS ASSOCIATED WITH GOVERNMENT ENTITIES IN SANTA CLARA COUNTY**

NAME	ACTIVITY	BY	ADDRESS	BUDGET	Notes
InnVision	Alc/drug	Cnty		108K	
InnVision	Mental	Cnty		553K	
InnVision - Commercial St	SocSvs	Cnty		33K	Commercial St Facility
InnVision - Safe Haven II	SocSvs	Cnty		29K	For Homeless Mentally Ill
InnVision- Family Place	SocSvs	Cnty		26K	Family Place
InnVision -Montgomery Shelter	SocSvs	Cnty		53K	Montgomery Shelter
Institution of Computer Technology	Educ	Cnty	589 W. Fremont Ave. (PO Box F) Su 94087 (408)736 4291		May be private for profit on contract.
International Rescue Committee	SocSvs	Cnty		16K	Citizen and immigration legal services
Jewish Community Center	SocSvs	Cnty		65K	Senior Nutrition Program
Jewish Family Service of Santa Clara	SocSvs	Cnty		72K	
Joint Venture- Silicon Valley		MV	Pres. 84 W. Santa Clara St. Ste. 440, SJ 95113 (408) 271-7213		
Keep Santa Clara (City) Clean	Civic	SC			
Kennedy PTA	Educ	FMSD	Contact school	2K	Anti-graffiti Anti Litter Program
KMVT		MV	GM, 950 N Rengstorff Ave, Ste A. Mtn V 94043 (650)968-1540		Community/public service TV. (Mountain View Television)
Korean American Community Services Inc.	SocSvs	Cnty		72K	Senior Nutrition Program
Korean American Community Services Inc.	SocSvs	SJ	Sherman Oaks Community Center		
La Comida de California	SocSvs	Cnty		187K	Senior Nutrition Program
Lake Side School Community Foundation	Educ	LSJSD	19621 Black Rd, LG 95033 (408)354 - 2372		Fundraising for support of school and educational programs.
Lake Side School PTA	Educ	LSJSD	19621 Black Rd, LG, 95033 (408)354- 2372		Parent Teacher Assoc
Lakewood PTO	Educ	SuSD	750 Lakechime Dr, Su 94089		Parent Teacher Assoc
Landels School PTA	Educ	MVWSD?	115 W. Dana St, Mtn V 94041 (650)536-5320		
Las Animas Home/School Club	Educ	GIUSD	Contact school		Parent Teacher Assoc
Legal Aide Society	Prob	Cnty		74K	
Leigh High School Home School Club	Educ	CaUHSD	Contact school		Parent Teacher Assoc
Lexington Home & School Club	Educ	LGUSD	Contact school		
Lighthouse	SocSvs	MH	221 W. Main Ave. MH, 95307 (408)782 5111	7K	Youth Outreach



# **APPENDIX D** **NONPROFIT ORGANIZATIONS ASSOCIATED WITH GOVERNMENT ENTITIES IN SANTA CLARA COUNTY**

NAME	ACTIVITY	BY	ADDRESS	BUDGET	Notes
Lincoln Educational Endowment Fund	Educ	CaUSD	Jane Welsh, 211667 Rosario Ave, Cu 95014		Contact school for current information
Lincoln Glen Little League	Rec.	SJ	River Glen Park		
Lion's Club of Cupertino	Educ	MSD?	H. Mikulaco (408)867-0141		Support school programs and in-service training
Live Oak Adult Day Care	SocSvs	Cnty		90K	Adult Day Care program
Live Oak Adult Day Services		Ca		5K	
Live Oak Adult Day Services	SocSvs	MH	1147 Minnesota Ave, SJ 95125	3.8K	Senior Adult Day Care Services
Live Oak Adult Day Services	SocSvs	SC	(408)971-9363	5K	Senior Adult Day Care Services
Loaves and Fishes Family Kitchen	SocSvs	Cnty		48K	
Los Alamitos Smart Foundation	Educ	SJUSD	Contact school		Educational programs support fundraising
Los Alamitos Elem PTA	Educ	SJUSD	Contact school		Parent Teacher Assoc
Los Altos Educational Foundation	Educ	LASD	Rae Lee Hanson, PO Box 98, LA 94023 (650)559-0445		Supplemental financial support
Los Altos High School PTSA	Educ	MVLAUHS	Contact school		Parent-Teacher-Student Assoc
Los Altos Hills Playing Fields		LASD		40K	Los Altos Hills Little League (manages the town's playing fields)
Los Altos PTAs	Educ	LASD	Lois Sangster, 603 Benvenue Ave, LA, 94024 (650)949-2348		Contact individual schools or district for current information
Los Arboles PTA	Educ	FMSD	Contact school		
Los Gatos Education Foundation	Educ	LGUSD	Teri Kent, 116 Hilow Ct, LG 95032 (408)356-2620		
Los Gatos United Methodist Church	SocSvs	Cnty		79K	Senior Nutrition Program
Los Padres Booster Club	Educ	FrUHSD	C/O Los Padres HS		Fundraiser in support of Los Padres programs
Louise Van Meter Home & School Club	Educ	LGUSD	Contact school		
Luigi Aprea Parent Club	Educ	GIUSD	Robyn Houts 8485 Burchell Rd, Gi 95020 (408)848-2893		School program support
Lynbrook Instrumental Music Boosters	Educ	FrUHSD	C/O Lynbrook HS		Fundraising for Instrumental Music programs
Lynbrook Spirit Boosters	Educ	FrUHSD	C/O Lynbrook HS		Fundraising in support of the Spirit Team



# **APPENDIX D** **NONPROFIT ORGANIZATIONS ASSOCIATED WITH GOVERNMENT ENTITIES IN SANTA CLARA COUNTY**

NAME	ACTIVITY	BY	ADDRESS	BUDGET	Notes
MACSA	Prob	Cnty		330K	RJP
Match	SocSvs	Cnty		16K	Senior In Home Work Exchange
May View Community Health Ctr	PubHlth	Cnty, MV	JoAnn Cabrera, 100 N Moffet Blvd Ste 101, Mtn V (650)327-1223	601K	Health care for low income
Meadows PTA	Educ	FMSD	Contact school		
Mekong Community Center	Mental	Cnty		248K	
Metropolitan Adult Ed	Educ	SJ	Various		
Metropolitan Education District	Educ	Cnty	Richard Friberg, 760 Hillside Ave, SJ 95136 (408)723-6464		Adult Education
Mexican American Community Services Agency	Cultural	SJ	Alvino Community Ctr		
Mexican American Community Services Agency	Cultural	SJ	Olinder Community Ctr.		
Mexican American Community Services	SocSvs	Cnty		100K	
Mexican Heritage Plaza	SocSvs	SJ	1700 Alum Rock Ave, SJ 95116	413K	O&M Agreement
Mid-Peninsula Citizens for Fair Housing	SocSvs	MV	Ife Asantewa, 457 Kingsley Ave, PA (650)327-1718		Fair housing services
Mid-Peninsula Housing Coalition	SocSvs	LG, MV	Fran Wagstaff, 658 Blair Is. Rd. Ste 300, Redwood City, 94063 (650)299-8050		Develops and manages high quality affordable housing communities (Agency responsible for ML View RDA 20% set-aside money)
Milpitas Connection	Rec	Mi	Exe Dir. 455 E Calaveras Blvd, Mi 95035 (408)586-3051		Educational information on recreation programs
Milpitas High School Athletic Booster Club	Educ	MIUSD	Contact school		Fundraising for Milpitas HS Athletic programs
Milpitas High School Band Boosters	Educ	MIUSD	Contact school		Fundraising for Milpitas HS Band programs
Milpitas High School PTSA	Educ	MIUSD	Contact school		Milpitas HS Parent-Teacher-Student Assoc
Mission City Community Fund		SC	R. Barnes, PO Box 587, SC 95052 (408)296-7111		Cultural, Educational and Social Services
Monta Loma School PTA	Educ	MVWSD?	460 Thompson Ave, Mtn V 94043 (650)903-6915		
Monta Vista High School Athletic Boosters	Educ	FrUHSD	C/O Monta Vista HS		Fundraising in support of athletic programs
Monta Vista High School Music Boosters	Educ	FrUHSD	C/O Monta Vista HS		Fundraising for Music program support



# **APPENDIX D** **NONPROFIT ORGANIZATIONS ASSOCIATED WITH GOVERNMENT ENTITIES IN SANTA CLARA COUNTY**

NAME	ACTIVITY	BY	ADDRESS	BUDGET	Notes
Monta Vista High School Visual Arts League	Educ	FrUHSD	C/O Monta Vista HS		Fundraising in support of Visual Arts Programs
Montclair Educational Endowment Fund	Educ	CaUSD	Mark Utley, 891 Lockhaven Dr, Los Altos 94024		Contact school for current information
Montebello School Site Council	Educ	McSD	C/O MSD		Support and advisory group for Montebello school dist.
Montebello School Site Council	Educ	McSD	15101 Montebello Road, Cupertino, 95014, 408-867-3618		Parent/teacher organization for Montebello School
Montebello Schools Foundation	Educ	McSD	15101 Montebello Road, Cu 95014, (408)867-3618		Fundraising and program support for Montebello SD
Montebello SD Foundation	Educ	McSD	C/O MSD		Fund raising Org to supplement operating funds
Moreland District Home-School Clubs	Educ	MrSD	4710 Campbell Ave, SJ 95130		Contact school for current information (9 Schools)
Moreland Educational Foundation	Educ	MrSD	4710 Campbell Ave, SJ 95130		Educational Support and Fund Raising
Morgan Hill Chamber of Commerce		MH	25 W. First St, MH 95037 (408)779-9444		
Morgan Hill Community Health Foundation.	SocSvs	MH	Wm. Brown, 275 Tennant Ave, MHI 95037 (408)779-3232		
Morgan Hill Downtown Assoc		MH	Exe Dir. Morgan Hill Downtown Assoc. 90 W. Main St. Ste 5, MH 95037		
Morrissey/Compton Educational Ctr	Prob	Cnty		30K	
Mother's Milk	Special	Cnty		45K	Special Program
Mountain View- Educational Foundation	Educ	MVWSD?	Eric Winds 750-a San Pierre Way, Mtn V 94043 (650)526-3500		Support of academic programs in district
Mountain View High School PTSA	Educ	MVLAUHS	Contact school		Parent-Teacher-Student Assoc
Mountain View High School PTSA	Educ	MVLAUHS	Catherine Vonnegut Mtn View HS, 3535 Truman Ave, Mtn V 94040, (650)940-4603		
Mountain View- Los Altos High School Foundation	Educ	MVLAUHS	Julia Rosenberg, PO Box 1146, LA 94023 (650)948-4044		Fundraising for support of academic programs in district
Mountain View Pop Warner	Youth	MV	Cecilia Endisco, PO Box 921, Mtn V (650)261-1906		Subsidize cost of sending low income youths to championships (could be grant only)



# **APPENDIX D** **NONPROFIT ORGANIZATIONS ASSOCIATED WITH GOVERNMENT ENTITIES IN SANTA CLARA COUNTY**

NAME	ACTIVITY	BY	ADDRESS	BUDGET	Notes
Mountain View Support Network for Battered Women	SocSvs	MV	Jenny Niklaus 444 Castro St, Mtn V (650)940-7850		Services for victims of domestic abuse
National Council on Alcohol & Drug Dependence	Alc/Drug	Cnty		305K	
National Guard of Calif.	Clerk	Cnty		3K	(Not identified)
NCCJ	DA	Cnty		65K	Spousal Abuse Program
NCCJ	DA	Cnty		65K	victim-Witness Program
Next Door	SocSvs	Cnty		16K	Child Counseling Services
Next Door	SocSvs	Cnty		16K	Shelter Next Door Program
North Valley Little League	Rec.	SJ	Flickinger Park		
North Valley PTA	Educ	BeUSD	Donna Glanville, 1115 Maxey Ct. SJ 95132 (408)272-9045		Berryessa Union School District
North Valley Workforce Board (NOVA)	Educ	Cu	Claire Phillips 505 W. Olive Ave Ste 550, Snyl 94086 730-7232		Employment training
Northern Cal Special Olympics	SocSvs	SJ	43 E Gish Rd, SJ		
Northside	SocSvs	Cnty		16K	Senior Nutrition Program
Oak Grove Home and School Clubs	Educ	OGSD	Manny Barbara, Superintendent Oak Grove School District, 6578 Santa Teresa Blvd, SJ 95119		21 Units in the school district (May be contacted via schools)
Occupational Training Institute	SocSvs	Cnty			Foothill-DeAnza CC
Operation Brown Bag	SocSvs	SC		6K	Bag lunches for low income seniors.
Orchard School Education Foundation	Educ	OSD	Contact school		Organization awaiting N/P authorization (3/17/2002)
Orchard School PTO	Educ	OSD	Contact school		P-T organization awaiting N/P authorization (3/17/2002)
Outreach & Escort		Ca		21K	In home social services
Outreach & Escort		Ca			Transportation for elderly and disabled
Outreach & Escort		Ca			Case management for at risk elderly/disabled adults
Outreach & Escort	SocSvs	Cnty			Immigration
Outreach & Escort	SocSvs	Cnty		213K	Senior Program
Outreach & Escort	SocSvs	SC		94K	Transportation for elderly and disabled
Palo Alto Foundation for Education	Educ	PAUSD	Anne Avis (650)329-3990		Raises money for designated student programs.
Palo Alto HS Accel Foundation	Educ	PAUSD	Beth Martin (650)324-1227		Contact through PAHS, contact changes each year
Palo Alto HS Band Boosters	Educ	PAUSD	Marilyn Simbeck (650)327 8825		Contact through PAHS, contact changes each year



# **APPENDIX D** **NONPROFIT ORGANIZATIONS ASSOCIATED WITH GOVERNMENT ENTITIES IN SANTA CLARA COUNTY**

NAME	ACTIVITY	BY	ADDRESS	BUDGET	Notes
Palo Alto HS Friends of the Choir	Educ	PAUSD	Yolanda Gonzalez (650)852-9252		Contact through PAHS, contact changes each year
Palo Alto HS Science & Tech Boosters	Educ	PAUSD	Robert Reis (650)327-5829		Contact through PAHS, contact changes each year
Palo Alto HS Sports Boosters	Educ	PAUSD	Cathy Jensen (650)326-6589		Contact through PAHS, contact changes each year
Palo Alto HS Theater Boosters	Educ	PAUSD	Naida Sperling (650)857-9657		Contact through PAHS, contact changes each year
Palo Alto Unified School Dist. PTA	Educ	PAUSD	Kate Hill (650)857-1742 can be contacted through District Offices, 25 Chirchill Ave, PA 94306 (650) 329-3706		Cover organization for 17 school PTAs, each with own pres. etc.
Parents Helping Parents	Prob	Cnty		80K	
Pale House	Alc/Drug	Cnty		50K	
Pathway Society	Alc/Drug	Cnty		1.0M	
Pathway Society	Prob.	Cnty		364K	
Peninsula Center for the Blind and Visually Impaired	SocSvs	Cnty		23K	
Peninsula Soccer Football League	Rec.	SJ	Fred Watson Park		
Planned Parenthood	PubHlth	Cnty		609K	Mar Monte
Planned Parenthood	SocSvs	Cnty		48K	Mar Monte
Pollard Group Home for Seniors		Ca		24K	Contribution for housing project
Pomeroy Elem School PTA	Educ	MiUSD	Contact school		Pomeroy school Parent Teacher Assoc
Portuguese Organization for Social Services	SocSvs	Cnty		55K	Senior Nutrition Program
Project Sentinel	SocSvs	LG, MH, MV SC	430 Sherman Ave. Ste 308 PA 94306 (650)720-9888 and 1055 Sunnyvale-Saratoga Rd. Ste 3, Su (650)960-0495	30K	Tenant/landlord conflict resolution services & HUD Counseling for Mortgage/rent delinquency/default
Prospect High School PTSA	Educ	CaUHSD	Contact school		Parent Teacher Assoc
R. J. Fisher Middle School Music Boosters.	Educ	LGUSD	Contact school		
R.J. Fisher Middle School Home & School Club	Educ	LGUSD	Contact school		
Rainbow Recovery	Alc/Drug	Cnty		543K	
Rancho Middle School PTSA	Educ	MiUSD	Contact school		Rancho School Parent-Teacher Student Assoc
Randell Elem School PTA	Educ	MiUSD	Contact school		Randall school Parent Teacher assoc





## ***CITY COUNCIL STAFF REPORT***

***MEETING DATE: August 20, 2003***

### **ENDORSING POLICIES TO ENCOURAGE INVESTMENT IN LOCAL TELECOMMUNICATIONS SERVICES TO KEEP JOBS IN CALIFORNIA**

**RECOMMENDED ACTION(S):** Adopt Resolution Endorsing Policies

#### **EXECUTIVE SUMMARY:**

A request has been received from Donna Valentine with the CWA Local 9423 of San Jose. Ms. Valentine is requesting that the Council adopt the attached resolution that would encourage keeping jobs in California as they relate to advanced telecommunications services to residents, businesses and communities. Ms. Valentine suggests that the availability of telecommunications services is dependent on maintaining the current telecommunications network infrastructure and future investments in network facilities and infrastructures. Doing so would result in the development of and investment in network infrastructure that promotes economic growth and employment opportunities for community residents. To this end, Mayor Kennedy is requesting that the Council consider the adoption of the attached resolution that "Endorses Policies to Encourage Investment in Local Telecommunications Services in California, investing in Local Communities and Increased Opportunities." The Resolution suggests that Policymakers should:

1. Require that each telecommunications company offering local service in California bring the benefits of competition to low-income consumers.
2. Require each telecommunications company offering local service in California annually to report to the California Public Utilities Commission (CPUC) of each city, municipality, and county where the company has local service customers and the number of such customers in each locale.
3. Require each telecommunications company offering local service in California to certify annually to the CPUC and to each city or municipality where it provides service, (a) its current capital investment in the State and its additionally, yearly incremental investment, by city, and (b) the number of its union and non-union employees in the State and in each city or municipality where it provides services.

**FISCAL IMPACT:** The time necessary to prepare this staff report is accommodated in the Council Services & Records Manager's operating budget.

**Agenda Item # 16**

**Prepared By:**

**Council Services &  
Records Manager/  
City Clerk**

**Submitted By:**

**City Manager**



## **RESOLUTION NO.**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORGAN HILL ENDORSING POLICIES TO ENCOURAGE INVESTMENT IN LOCAL TELECOMMUNICATIONS SERVICES IN CALIFORNIA, INVESTMENT IN LOCAL COMMUNITIES, AND INCREASED EMPLOYMENT OPPORTUNITIES.**

**WHEREAS**, the Telecommunications Act of 1996 was designed to open all telecommunications markets to increased competition;

**WHEREAS**, the Federal Communications Commission and the California Public Utilities Commission (CPUC) have successfully opened telecommunications markets and created competition in California;

**WHEREAS**, multiple telecommunications companies now offer local and long distance service in California;

**WHEREAS**, the availability of advanced telecommunications services is important to City residents, businesses and communities;

**WHEREAS**, the availability of telecommunications services is dependent on maintaining the current telecommunications network infrastructure and future investments in network facilities and infrastructure;

**WHEREAS**, the development of and investment in network infrastructure promotes economic growth and employment opportunities to City residents;

**WHEREAS**, telecommunications companies offering service in California have pledged to make investments in infrastructure and local communities;

**WHEREAS**, the benefits of competition and new investment in telecommunications infrastructure should be extended to all Californians.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Morgan Hill as follows:

1. Policymakers should require each telecommunications company offering local service in California to bring the benefits of competition to low-income consumers.
2. Policymakers should require each telecommunications company offering local service in California annually to report to the CPUC each city, municipality, and county where the company has local service customers and the number of such customers in each locale.



3. Policymakers should require each telecommunications company offering local service in California to certify annually to the CPUC and to each city or municipality where it provides service, (a) its current capital investment in the State and its additional, yearly incremental investment, by city, and (b) the number of its union and non-union employees in the State and in each city or municipality where it provides service.

**PASSED AND ADOPTED** by the City Council of Morgan Hill at a Regular Meeting held on the 20<sup>th</sup> day of August 2003, by the following vote.

**AYES: COUNCIL MEMBERS:**  
**NOES: COUNCIL MEMBERS:**  
**ABSTAIN: COUNCIL MEMBERS:**  
**ABSENT: COUNCIL MEMBERS:**

**🦉 CERTIFICATION 🦉**

**I, IRMA TORREZ, CITY CLERK OF THE CITY OF MORGAN HILL, CALIFORNIA**, do hereby certify that the foregoing is a true and correct copy of Resolution No. , adopted by the City Council at a Regular Meeting held on August 20, 2003.

**WITNESS MY HAND AND THE SEAL OF THE CITY OF MORGAN HILL.**

DATE: \_\_\_\_\_

\_\_\_\_\_  
**IRMA TORREZ**, City Clerk





***CITY COUNCIL STAFF REPORT***  
***MEETING DATE: August 20, 2003***

Agenda Item # 17

Prepared By:

Deputy City Clerk

Approved By:

City Clerk

Submitted By:

City Manager

**ADOPT ORDINANCE NO. 1626, NEW SERIES**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MORGAN HILL APPROVING A ZONING AMENDMENT FROM COUNTY A-20 TO CITY R-1 (20,000) SINGLE-FAMILY LOW RESIDENTIAL FOR APPLICATION ZA-01-11: CLAYTON - MERLANO (APN 726-36-045 AND 726-37-006)**

**RECOMMENDED ACTION(S):**

**Waive** the Reading, and **Adopt** Ordinance No. 1626, New Series, and **Declare** That Said Title, Which Appears on the Public Agenda, Shall Be Determined to Have Been Read by Title and Further Reading Waived.

**EXECUTIVE SUMMARY:**

On July 16, 2003, the City Council Introduced Ordinance No. 1626, New Series, by the Following Roll Call Vote: AYES: Carr, Chang, Kennedy, Sellers, Tate; NOES: None; ABSTAIN: None; ABSENT: None.

**FISCAL IMPACT:**

None. Filing fees were paid to the City to cover the cost of processing this application.



**ORDINANCE NO. 1626, NEW SERIES**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MORGAN HILL APPROVING A ZONING AMENDMENT FROM COUNTY A-20 TO CITY R-1 (20,000) SINGLE-FAMILY LOW RESIDENTIAL FOR APPLICATION ZA-01-11: CLAYTON - MERLANO (APN 726-36-045 AND 726-37-006)**

**THE CITY COUNCIL OF THE CITY OF MORGAN HILL DOES HEREBY ORDAIN AS FOLLOWS:**

- SECTION 1.** Establish an R-1 (20,000) pre-zoning designation for 5.19 acres of land located on Clayton Avenue, south of Peebles Avenue. The Single Family Low Residential zoning designation shall become affective upon annexation to the City of Morgan Hill.
- SECTION 2. INCORPORATING THE MAP BY REFERENCE.** There hereby is attached hereto and made a part of this ordinance, a zoning map entitled “Exhibit A” Map Showing Pre-zoning Lands of Merlano, Being a Part of Ordinance No. 1626, New Series, which gives the boundaries of the described parcels of Land.
- SECTION 3. DESCRIPTION OF LAND IN PRE-ZONING.** There hereby is attached hereto and made a part of this ordinance a legal description entitled “Exhibit B” which gives the boundaries of the described parcel of land.
- SECTION 4. FINDING OF CONSISTENCY WITH THE GENERAL PLAN.** The City Council hereby finds that the amendment established by this ordinance as herein described is compatible with the goals, objectives, policies and land use designation of the General Plan of the City of Morgan Hill. The Council further finds that the proposed amendment is required in order to serve the public health, convenience and general welfare as provided by Section 18.62.010 of the Morgan Hill Municipal Code.
- SECTION 5.** An Initial Study has been prepared for this project. A Negative Declaration has been filed.
- SECTION 6.** Severability. If any part of this Ordinance is held to be invalid or inapplicable to any situation by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or the applicability of this Ordinance to other situations.
- SECTION 7.** Effective Date; Publication. This Ordinance shall take effect from and after thirty (30) days after the date of its adoption. The City Clerk is hereby directed to publish this ordinance pursuant to §36933 of the Government Code.



The foregoing ordinance was introduced at the regular meeting of the City Council of the City of Morgan Hill held on the 16<sup>th</sup> Day of July 2003, and was finally adopted at a regular meeting of said Council on the 20<sup>th</sup> Day of August 2003, and said ordinance was duly passed and adopted in accordance with law by the following vote:

**AYES: COUNCIL MEMBERS:**  
**NOES: COUNCIL MEMBERS:**  
**ABSTAIN: COUNCIL MEMBERS:**  
**ABSENT: COUNCIL MEMBERS:**

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Irma Torrez, City Clerk

\_\_\_\_\_  
Dennis Kennedy, Mayor

**∞ CERTIFICATE OF THE CITY CLERK ∞**

**I, IRMA TORREZ, CITY CLERK OF THE CITY OF MORGAN HILL, CALIFORNIA**, do hereby certify that the foregoing is a true and correct copy of Ordinance No. 1626, New Series, adopted by the City Council of the City of Morgan Hill, California at their regular meeting held on the 20<sup>th</sup> Day of August, 2003.

**WITNESS MY HAND AND THE SEAL OF THE CITY OF MORGAN HILL.**

DATE:\_\_\_\_\_

\_\_\_\_\_  
**IRMA TORREZ, City Clerk**



## **EXHIBIT B**

**The following properties as described below shall be pre-zoned Single Family Low Residential, R-1 (20,000):**

All that real property situated in the County of Santa Clara, State of California, being more particularly described as follows:

BEGINNING at the centerline intersection of Peebles Avenue and Clayton Avenue, as said Avenues are shown upon that Map entitled 'Peebles Tract', which Map was recorded May 13, 1887 in Book 'B' of Maps at Page 63, Santa Clara County Records, and running thence along the centerline of Clayton Avenue, South 39°30'00" East, 769.95 feet to the northern most corner of Lot 60 of said Map; thence leaving said centerline and running along the northwestern boundary line thereof, South 51°55'00" West, 250.72 feet to the corner common to Lots 44, 45, 59 and 60, as said Lots are shown upon that aforementioned Map; thence leaving said common corner and running along the boundary line common to said Lot 45 and Lot 60, South 39°30'00" East 142.63 feet to the southern most corner of said Lot 60; thence leaving said common boundary line and running along the southeasterly boundary line of said Lot 60, North 51°02'41" East, 250.66 feet to the eastern most corner thereof, being coincident with the southern most corner of said property, on the centerline of said Clayton Avenue; thence leaving said centerline and running along the southeasterly boundary line of said land of property, North 51°02'41" East, 215.00 feet; thence leaving the said southeasterly boundary line of said property and running parallel with said centerline of Clayton Avenue, North 39°30'00" West 905.49 feet to a point in the centerline of said Peebles Avenue; thence running along the said centerline of Peebles Avenue, South 51°55'00" West 215.07 feet to the point of beginning and containing therein 5.19 gross acres more or less.



## **EXHIBIT B**

**The following properties as described below shall be pre-zoned Single Family Low Residential, R-1 (20,000):**

All that real property situated in the County of Santa Clara, State of California, being more particularly described as follows:

BEGINNING at the centerline intersection of Peebles Avenue and Clayton Avenue, as said Avenues are shown upon that Map entitled 'Peebles Tract', which Map was recorded May 13, 1887 in Book 'B' of Maps at Page 63, Santa Clara County Records, and running thence along the centerline of Clayton Avenue, South 39°30'00" East, 769.95 feet to the northern most corner of Lot 60 of said Map; thence leaving said centerline and running along the northwestern boundary line thereof, South 51°55'00" West, 250.72 feet to the corner common to Lots 44, 45, 59 and 60, as said Lots are shown upon that aforementioned Map; thence leaving said common corner and running along the boundary line common to said Lot 45 and Lot 60, South 39°30'00" East 142.63 feet to the southern most corner of said Lot 60; thence leaving said common boundary line and running along the southeasterly boundary line of said Lot 60, North 51°02'41" East, 250.66 feet to the eastern most corner thereof, being coincident with the southern most corner of said property, on the centerline of said Clayton Avenue; thence leaving said centerline and running along the southeasterly boundary line of said land of property, North 51°02'41" East, 215.00 feet; thence leaving the said southeasterly boundary line of said property and running parallel with said centerline of Clayton Avenue, North 39°30'00" West 905.49 feet to a point in the centerline of said Peebles Avenue; thence running along the said centerline of Peebles Avenue, South 51°55'00" West 215.07 feet to the point of beginning and containing therein 5.19 gross acres more or less.





***CITY COUNCIL STAFF REPORT***  
***MEETING DATE: August 20, 2003***

Agenda Item # 18

Prepared By:

Deputy City Clerk

Approved By:

City Clerk

Submitted By:

City Manager

**ADOPT ORDINANCE NO. 1627, NEW SERIES**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MORGAN HILL APPROVING A ZONING AMENDMENT FROM COUNTY A-20 TO CITY R-1 (20,000) SINGLE-FAMILY LOW RESIDENTIAL FOR APPLICATION ZA-01-11: CLAYTON - MERLANO (APN 726-36-045 AND 726-37-006)**

**RECOMMENDED ACTION(S):**

**Waive** the Reading, and **Adopt** Ordinance No. 1627, New Series, and **Declare** That Said Title, Which Appears on the Public Agenda, Shall Be Determined to Have Been Read by Title and Further Reading Waived.

**EXECUTIVE SUMMARY:**

On July 16, 2003, the City Council Introduced Ordinance No. 1627, New Series, by the Following Roll Call Vote: AYES: Carr, Chang, Kennedy, Sellers, Tate; NOES: None; ABSTAIN: None; ABSENT: None.

**FISCAL IMPACT:**

No budget adjustment required.



**ORDINANCE NO. 1627, NEW SERIES**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MORGAN HILL PRE-ZONING 2.01 ACRES, FROM CITY OF SAN JOSE R-1-1 AND COUNTY A-20 TO OPEN SPACE OS, APPLICATION ZA-03-05: MALAGUERRA-CITY OF MORGAN HILL (APNS 728-35-03 & 05)**

**THE CITY COUNCIL OF THE CITY OF MORGAN HILL DOES HEREBY ORDAINS AS FOLLOWS:**

**SECTION 1.** Establish an Open Space pre-zoning designation for 2.01 acres of land located on the northerly boundary of the Boys Ranch Correctional facility on the north side of Malaguerra Ave. The Open Space zoning designation shall become affective upon annexation to the City of Morgan Hill.

**SECTION 2. INCORPORATING THE MAP BY REFERENCE.** There hereby is attached hereto and made a part of this ordinance, a zoning map entitled “Exhibit A” Map Showing Pre-zoning Lands of City of Morgan Hill Being a Part of Ordinance No. 1627, New Series, which gives the boundaries of the described parcels of Land.

**SECTION 3. DESCRIPTION OF LAND IN PRE-ZONING.** There hereby is attached hereto and made a part of this ordinance a legal description entitled “Exhibit B” which gives the boundaries of the described parcels of land.

**SECTION 4. FINDING OF CONSISTENCY WITH THE GENERAL PLAN.** The City Council hereby finds that the amendment established by this ordinance as herein described is compatible with the goals, objectives, policies and land use designation of the General Plan of the City of Morgan Hill. The Council further finds that the proposed amendment is required in order to serve the public health, convenience and general welfare as provided by Section 18.62.010 of the Morgan Hill Municipal Code.

**SECTION 5.** An Expanded Initial Study has been prepared for this project as part of a separate application for the water tank project. A Mitigated Negative Declaration has been filed. An addendum has been prepared for the boundary adjustment and pre-zone actions.

**SECTION 6.** Severability. If any part of this Ordinance is held to be invalid or inapplicable to any situation by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or the applicability of this Ordinance to other situations.



**SECTION 7.** Effective Date; Publication. This Ordinance shall take effect from and after thirty (30) days after the date of its adoption. The City Clerk is hereby directed to publish this ordinance pursuant to §36933 of the Government Code.

The foregoing ordinance was introduced at the regular meeting of the City Council of the City of Morgan Hill held on the 16<sup>th</sup> Day of July 2003, and was finally adopted at a regular meeting of said Council on the 20<sup>th</sup> Day of August 2003, and said ordinance was duly passed and adopted in accordance with law by the following vote:

<b>AYES:</b>	<b>COUNCIL MEMBERS:</b>
<b>NOES:</b>	<b>COUNCIL MEMBERS:</b>
<b>ABSTAIN:</b>	<b>COUNCIL MEMBERS:</b>
<b>ABSENT:</b>	<b>COUNCIL MEMBERS:</b>

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
**Irma Torrez, City Clerk**

\_\_\_\_\_  
**Dennis Kennedy, Mayor**

**∞ CERTIFICATE OF THE CITY CLERK ∞**

**I, IRMA TORREZ, CITY CLERK OF THE CITY OF MORGAN HILL, CALIFORNIA,** do hereby certify that the foregoing is a true and correct copy of Ordinance No. 1627, New Series, adopted by the City Council of the City of Morgan Hill, California at their regular meeting held on the 20<sup>th</sup> Day of August, 2003.

**WITNESS MY HAND AND THE SEAL OF THE CITY OF MORGAN HILL.**

DATE: \_\_\_\_\_

\_\_\_\_\_  
**IRMA TORREZ, City Clerk**



## **EXHIBIT B**

**The following properties as described below shall be pre-zoned Open Space, OS:**

All that real property situated in the County of Santa Clara, State of California, being more particularly described as follows:

Beginning at a point lying on the existing northeasterly city limits line of the City of Morgan Hill as established by resolution No. 291 "Cocharane Road Annexation No. 2" as adopted May 9, 1960, said point being South 68°24' 00" East 67.00 feet from the most easterly corner of that certain 1.00 acre parcel of land conveyed to the Town of Morgan Hill by deed recorded December 11, 1911 in Book 377 of Deeds, at Page 298, Santa Clara County Records; thence leaving said City limits line North 21°36" 00" East 300.00 feet; thence along a line parallel to said City limits line North 68°24" 00" West 374.00 feet; thence South 21°36"00" West 3000.00 feet to said City limits line; thence along said City limits line South 68°24"00" East 374.00 feet to the Point of beginning.

Commencing at the northeast corner of Lot 5 as shown on the Record of Survey map recorded in Book 32 of Maps, at Page 29, Santa Clara County Records; thence along the prolongation of the northeasterly line of said of 5 South 68°24'00" East 469.64 feet; thence North 30° 34'06"East 36.74 feet; thence North 11°55'54" West 136.17 feet to the True point of beginning; thence south 78°25'54" East 22.37 feet; thence North 20°26'26" East 122.00 feet; thence North 84°25'34" West 233.86 feet; thence South 19°56'03" West 97.15 feet; thence South 78°25'54" East 205.53 feet to the True Point of beginning.